



CITY OF COVINGTON
CITY COUNCIL REGULAR MEETING AGENDA
www.covingtonwa.gov

Tuesday, April 25, 2017
7:00 p.m.

City Council Chambers
16720 SE 271st Street, Suite 100, Covington

CALL CITY COUNCIL REGULAR MEETING TO ORDER

ROLL CALL/PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA

PUBLIC COMMUNICATION

- National Water Safety Month Proclamation – May 2017 (Bahl)
- Arbor Day Proclamation (Laura Morrissey)

PUBLIC COMMENT Speakers will state their name, address, and organization. Comments are directed to the City Council, not the audience or staff. Comments are not intended for conversation or debate and are limited to no more than four minutes per speaker. Speakers may request additional time on a future agenda as time allows. *

APPROVE CONSENT AGENDA

C-1. Vouchers (Hendrickson)

REPORTS OF COMMISSIONS

- Human Services: April 13 meeting
- Arts Chair Lesli Cohan: April 13 meeting
- Parks & Recreation Chair Laura Morrissey: April 19 meeting
- Planning: April meetings canceled; next meeting May 4
- Economic Development Council: next meeting April 27

CONTINUED BUSINESS

1. Deliberation and Consideration of Ordinance on the Lakepointe Urban Village Development Agreement (LU16-0026), Zoning Map Amendment (LU16-0025), and Boundary Line Adjustment (LU16-0024) (Hart)

NEW BUSINESS

2. Strategic Plan Action Items Update (Bolli)
3. Review 2018 Budget Calendar and Process (Hendrickson)
4. Discuss Vehicle License Fee Rebate (Hendrickson)
5. 2016 Year End Financial Report (Hendrickson)

FUTURE AGENDA ITEMS

COUNCIL/STAFF COMMENTS

PUBLIC COMMENT *See Guidelines on Public Comments above in First Public Comment Section

EXECUTIVE SESSION – if needed

ADJOURN

Americans with Disabilities Act – reasonable accommodations provided upon request a minimum of 24 hours in advance (253-480-2400).

Consent Agenda Item C-1

Covington City Council Meeting

Date: April 25, 2017

SUBJECT: APPROVAL OF VOUCHERS

RECOMMENDED BY: Rob Hendrickson, Finance Director

ATTACHMENT(S): Vouchers: Vouchers #35646-35701, including ACH payments and electronic fund transfers in the amount of \$106,260.00, dated April 14, 2017; and Paylocity Payroll Vouchers #1006694417-#1006694433 and Paylocity Payroll Vouchers #1006694441-#100694441 inclusive, plus employee direct deposits and wire transfers, in the amount of \$196,267.69, dated April 7, 2017.

PREPARED BY: Joan Michaud, Senior Deputy City Clerk

CITY COUNCIL ACTION: _____ Ordinance _____ Resolution X Motion _____ Other

Councilmember _____ moves, Councilmember _____ seconds, to approve for payment Vouchers: Vouchers #35646-35701, including ACH payments and electronic fund transfers in the amount of \$106,260.00, dated April 14, 2017; and Paylocity Payroll Vouchers #1006694417-#1006694433 and Paylocity Payroll Vouchers #1006694441-#100694441 inclusive, plus employee direct deposits and wire transfers, in the amount of \$196,267.69, dated April 7, 2017.

April 14, 2017

City of Covington

City of Covington

City of Covington
Voucher/Check Register

Check #35646 through Check #35701, including ACH payments and electronic fund transfers

In the Amount of \$106,260.00

We, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein and that the claims are just, due and unpaid obligations against the City of Covington, Washington, County of King, and that we are authorized to authenticate and certify said claims per the attached register.

Cassandra Parker
Senior Accountant

Mark Lanza
City Councilmember

Jeff Wagner
Mayor

Marlla Mhoon
City Councilmember

Council Meeting Date Approved _____

Accounts Payable

Checks by Date - Detail by Check Date

User: scles
Printed: 4/13/2017 4:07 PM



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
ACH	0418 20173	Olympic Environmental Resource Spring Recycling Program Implementation	04/14/2017	10,890.24
Total for this ACH Check for Vendor 0418:				10,890.24
ACH	0683 1127-004	Abaco Pacific, Inc. CIP 1127; project management/acquisition, 2/1-2	04/14/2017	7,768.00
Total for this ACH Check for Vendor 0683:				7,768.00
ACH	0925 0925-4	Jeff Wagner Wagner; PSRC/SCA meetings, mileage	04/14/2017	43.07
Total for this ACH Check for Vendor 0925:				43.07
ACH	0973 0001991	Public Finance Inc. LID Administration; 2nd Quarter 2017	04/14/2017	123.95
Total for this ACH Check for Vendor 0973:				123.95
ACH	1408 133453 13348 2737	Washington Workwear Stores Inc. Police volunteer jackets K. Parker; hat K. Parker; work pants	04/14/2017	115.63 33.76 87.94
Total for this ACH Check for Vendor 1408:				237.33
ACH	1410 1410-4	Marlla Mhoon Councilmember Mhoon; meeting mileage	04/14/2017	45.80
Total for this ACH Check for Vendor 1410:				45.80
ACH	1622 17-CV03	Law Offices of Thomas R Hargan PLLC Prosecution services through 4/2/17	04/14/2017	4,503.54
Total for this ACH Check for Vendor 1622:				4,503.54
ACH	1828 1828-4	Kathleen Kirshenbaum Kirshenbaum; defense screening, mileage	04/14/2017	23.85
Total for this ACH Check for Vendor 1828:				23.85
ACH	2262 869285460712	Voyager Fleet Systems Inc. Vehicle fuel	04/14/2017	1,088.75
Total for this ACH Check for Vendor 2262:				1,088.75
ACH	2461 623252	Tri-Tec Communications, Inc. Aquatics; replacement telephones	04/14/2017	1,055.59
Total for this ACH Check for Vendor 2461:				1,055.59

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
ACH	2468 2468-4	Jesse Dalton Dalton; CDL endorsement reimbursement	04/14/2017	102.00
Total for this ACH Check for Vendor 2468:				102.00
ACH	2621 2621-4	Jaquelyn Ball Ball; 1 year service award	04/14/2017	15.00
Total for this ACH Check for Vendor 2621:				15.00
ACH	2811 I000696	Planet Technologies, Inc. Hardy; 365 subscription, 4/17-5/17	04/14/2017	18.00
Total for this ACH Check for Vendor 2811:				18.00
ACH	3163 29198918-001	Herc Rentals Inc. Boom rental; tree lighting/purple lights removal	04/14/2017	651.60
Total for this ACH Check for Vendor 3163:				651.60
101	1917 1917-03-2017 1917-03-2017	US Bank National Association Credit card fees for March transactions Credit card fees for March transactions	04/14/2017	37.66 906.72
Total for Check Number 101:				944.38
102	1917 1917-03-2017(2) 1917-03-2017(2)	US Bank National Association Credit card fees for March online permitting tran Credit card fees for March online permitting tran	04/14/2017	21.50 83.52
Total for Check Number 102:				105.02
103	2783 2783-03-2017 2783-03-2017 2783-03-2017 2783-03-2017 2783-03-2017 2783-03-2017	WA State Dept of Revenue B&O Tax March 2016 Sales Tax March 2016 Sales Tax March 2016 Use Tax March 2016 Use Tax March 2016 B&O Tax March 2016	04/14/2017	764.95 1,325.91 -7.52 328.33 0.94 885.17
Total for Check Number 103:				3,297.78
35646	2094 39056 39056 39056	"Poly" Bag, LLC Maint shop; garbage bags Maint shop; garbage bags Maint shop; garbage bags	04/14/2017	221.45 166.10 166.10
Total for Check Number 35646:				553.65
35647	3347 908	A & M Tree Service NW, Inc. Tree removal	04/14/2017	3,665.25
Total for Check Number 35647:				3,665.25
35648	0473 REN1R05	Alexander Hamilton Inst, Inc. Payroll Expert; annual subscription	04/14/2017	147.00
Total for Check Number 35648:				147.00
35649	0955 22003028	American Red Cross Lifeguarding class; 3/11/17	04/14/2017	210.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
Total for Check Number 35649:				210.00
35650	2140 JOHA-03-16	Amicor Construction Minor housing repair; #JOHA-03-16	04/14/2017	1,329.87
Total for Check Number 35650:				1,329.87
35651	3311 1662986	ARC Plotter/scanner; usage, 2/28-3/30/17	04/14/2017	33.88
Total for Check Number 35651:				33.88
35652	3346 3346-4 3346-4	AWCPD Hart; AWCPD membership dues Hart; AWCPD membership dues	04/14/2017	70.00 30.00
Total for Check Number 35652:				100.00
35653	0499	Bank of America	04/14/2017	
	1197-4	Harto/Mhoon/Hollums; SCA networking dinner		135.00
	1197-4	Council dinner; water		2.49
	1197-4	Regan & staff meeting; nuts		35.95
	1197-4	Hardy; WSAMA membership		15.00
	1197-4	Council Summit; 2018 deposit for room		500.00
	2453-4	Terwillegar; waders		91.97
	2453-4	Hardy; Surface keyboard, use tax		-8.87
	2453-4	Hardy; Surface keyboard		112.04
	2453-4	Hardy; computer monitor, use tax		-12.04
	2453-4	Baseball; first aid kits, use tax		-12.77
	2453-4	Internal drive		771.01
	2453-4	Internal drive, use tax		-61.06
	2453-4	Wall bracket, memory card readers, external writ		211.69
	2453-4	Wall bracket, memory card readers, external writ		-16.76
	2453-4	Morrissey; shelf units		139.01
	2453-4	Permits; security certificate renewal		69.99
	2453-4	Hendrickson/Hagen/Wells/Cles; PSFOA lunch r		100.00
	2453-4	Baseball; first aid kits		161.27
	2453-4	Hardy; computer monitor		152.03
	2453-4	Terwillegar; waders		61.32
	2923-4	Classified ads; Deputy BO, Const. Insp, City Att		700.00
	2923-4	Mhoon; employee pride award		50.00
	3433-4	Bolli; Soos Creek/CWD quarterly lunch meeting		13.94
	3639-4	Prime membership; accidental purchase, to be re		107.51
	3639-4	Soccer cones		116.31
	3639-4	Soccer cones, use tax		-9.21
	3639-4	Daddy/Daughter dance; decorations		122.82
	3639-4	Daddy/Daughter dance; craft project, use tax		-4.30
	3639-4	Daddy/Daughter dance; craft project		54.25
	5211-4	Outgoing commissioner; cake		25.99
	5739-4	WFEA award submittal fees		60.00
	5739-4	CiderFest; paper tickets		28.18
	5739-4	City display case; supplies		33.21
	5739-4	Slate; WFEA conference, hotel		344.37
	5946-4	Maint shop; lockout kit		46.85
	5946-4	Maint shop; lockout kit		62.46
	5946-4	Gaudette/Goranson/Terwillegar; phone screen pr		11.72
	5946-4	Gaudette/Goranson/Terwillegar; phone screen pr		7.81
	5946-4	CCP; soccer net replacement		418.37
	5946-4	Maint shop; lockout kit		46.85
	6093-4	K.Parker; NWETC training, registration		375.00

Check No	Vendor No	Vendor Name	Check Date	Check Amount
	Invoice No	Description	Reference	
6093-4		National Public Works Week poster, use tax		-0.83
6093-4		National Public Works Week poster, use tax		-0.84
6093-4		National Public Works Week poster		10.55
6093-4		National Public Works Week poster		10.54
6668-4		Storage unit #0207; March rent/start up fee		258.00
6668-4		Patterson; NW Festival conference, hotel		344.37
6686-4		DVD/CD player		32.84
6686-4		C. Parker; Accounting & Disclosure for Debt we		85.00
6686-4		Dance; cordless microphone/headset		71.56
6686-4		Aquatics; drinking fountain repair parts, use tax		-6.43
6686-4		Aquatics; drinking fountain repair parts, use tax		-4.16
6686-4		Aquatics; drinking fountain repair parts		52.56
6686-4		Aquatics; drinking fountain repair parts		81.24
6686-4		Dance; cordless microphone/headset, use tax		-5.67
6686-4		Resale items; swim diapers		80.08
6686-4		S.Bates/Gaudette/Terwillegar; Partners in Emgcy		1,050.00
6686-4		Maple Valley Days; application fee		50.00
6686-4		Aquatics; drano		14.60
7314-4		#3425; fuel		24.42
7314-4		Classified ads; seasonal maintenance aide		192.00
7314-4		Soccer signs at CCP		139.82
7314-4		Soccer signs at CCP, use tax		-11.07
7314-4		Aquatics closure; pressure washer fuel		14.11
9735-4		Lifeguard fanny packs, use tax		-23.80
9735-4		Lifeguard fanny packs		300.60
9735-4		WRPA Network meeting, refreshments		36.44
9735-4		Large stapler cartridges		57.73
9735-4		Resale items; diapers		80.08
9735-4		Merit awards; Wardrip/Grobbelaar/Wold/E. Med		100.00
9735-4		Storage boxes		144.59
9735-4		Lifejacket rack		100.99
9735-4		Lifejacket rack, use tax		-8.00
9735-4		Aquatics; door sign		12.80
9735-4		Aquatics; door sign replacements		31.46
9735-4		Large stapler cartridges, use tax		-4.57
9735-4		Dust pan/broom		19.15
9735-4		Aquatics; door sign replacements, use tax		-2.49
Total for Check Number 35653:				8,387.07
35654	3348	Christina Bentrott	04/14/2017	
	8023366	Refund; Flag football banner sponsorship overpa		50.00
Total for Check Number 35654:				50.00
35655	2801	Berk Consulting, Inc.	04/14/2017	
	10099-02-17	On call planning services; 2/1-2/28/17		700.00
Total for Check Number 35655:				700.00
35656	2143	Wilma Bowen	04/14/2017	
	2143-2016	Utility tax rebate; electricity		34.06
	2143-2016	Utility tax rebate; natural gas		30.97
	2143-2016	Utility tax rebate; solid waste		12.42
	2143-2016	Utility tax rebate; cable		95.76
	2143-2016	Utility tax rebate; cellular		36.32
Total for Check Number 35656:				209.53
35657	2849	Bricks 4 Kidz	04/14/2017	
	1089	Instructor payment; Junior Robotics Camp		336.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	1089	Instructor payment; Interesting Inventions		315.00
			Total for Check Number 35657:	651.00
35658	3349 3349-4	David Cissna Deputy Cissna; Lifesavers Conference, per diem	04/14/2017	153.40
			Total for Check Number 35658:	153.40
35659	1126	Comcast	04/14/2017	
	8498340120650710-4	Maint shop; internet, 3/30-4/29/17		37.84
	8498340120650710-4	Maint shop; internet, 3/30-4/29/17		37.84
	8498340120650710-4	Maint shop; internet, 3/30-4/29/17		50.46
	849834012065079	City hall; internet, 4/1-4/30/17		175.64
			Total for Check Number 35659:	301.78
35660	0184 0184-4	Cordi & Bejarano Public defender; March	04/14/2017	4,250.00
			Total for Check Number 35660:	4,250.00
35661	0537 139877-4	Covington Water District SoCo Park; water, 12/17/16-2./17/17	04/14/2017	725.00
			Total for Check Number 35661:	725.00
35662	2615 927	David A. Clark Architects, PLLC Aquatic Center Addition; final billing	04/14/2017	568.35
			Total for Check Number 35662:	568.35
35663	2467 73160390	Department of Euterprise Services Logo envelopes	04/14/2017	52.58
			Total for Check Number 35663:	52.58
35664	1880 5086	E.D. Hovee & Company, LLC Compilation of updated economic/demographic	04/14/2017	2,000.00
			Total for Check Number 35664:	2,000.00
35665	1875 169718	FirstChoice Coffee service	04/14/2017	120.64
			Total for Check Number 35665:	120.64
35666	2195 2195-4	Gearheard Law Offices Conflict public defender; #C16065673	04/14/2017	200.00
			Total for Check Number 35666:	200.00
35667	1733 139857 139857 139857	The Good Earth Works, Inc. Maint shop; chain saw bars, chains, oil Maint shop; chain saw bars, chains, oil Maint shop; chain saw bars, chains, oil	04/14/2017	139.24 185.66 139.24
			Total for Check Number 35667:	464.14
35668	2553 Mar17 1123	Gordon Thomas Honeywell Governmental Governmental Affairs services; March	04/14/2017	2,346.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 35668:	2,346.00
35669	1799 S-21346	Griffis Heating, Inc. Minor housing repair; #MAYER-01-16	04/14/2017	374.67
			Total for Check Number 35669:	374.67
35670	0867	Home Depot Credit Services	04/14/2017	
	0016288	#3424; drawbar		21.70
	0016288	Maint shop; curb key, anchor shackle		6.72
	0016288	Maint shop; curb key, anchor shackle		5.03
	0016288	Maint shop; curb key, anchor shackle		5.03
	1016192	Maint shop; lumber		15.04
	1016192	Maint shop; lumber		11.28
	1016192	Maint shop; lumber		11.28
	1580938	Maint shop; soap, tote, hooks, utility knife, clam		18.71
	1580938	Maint shop; soap, tote, hooks, utility knife, clam		18.72
	1580938	Maint shop; soap, tote, hooks, utility knife, clam		24.96
	2014901	Maint shop; sazall blades		19.50
	2014901	Maint shop; sazall blades		26.00
	2014901	Maint shop; sazall blades		19.50
	2567113	Soccer; caution tape		9.74
	3010137	Maint shop; lumber		13.16
	3010137	Maint shop; lumber		17.53
	3010137	Maint shop; lumber		13.16
	3014777	Maint shop; lumber, roofing panel		79.16
	3014777	Maint shop; lumber, roofing panel		59.36
	3014777	Maint shop; lumber, roofing panel		59.36
	3074525	Battery pack, rubber straps		109.60
	3074582	Patch panel supplies		28.14
	3585529	Aquatic closure; maintenance supplies		43.26
	4170156	Maint shop; lumber		15.04
	4170156	Maint shop; lumber		15.04
	4170156	Maint shop; lumber		20.05
	7010879	Trash can		24.95
	7015547	Maint shop; screws		4.29
	7015547	Maint shop; screws		3.22
	7015547	Maint shop; screws		3.21
	7016700	Maint shop; grease gun		9.77
	7016700	Maint shop; grease gun		13.02
	7016700	Maint shop; grease gun		9.77
	9016435	Maint shop; jigsaw blades		4.88
	9016435	Maint shop; jigsaw blades		6.50
	9016435	Maint shop; jigsaw blades		4.88
			Total for Check Number 35670:	770.56
35671	1722	Honey Bucket	04/14/2017	
	0550284387	Mattson; portable toilet rental, 3/8-4/23/17		257.23
	0550284388	Kentwood; portable toilet rental, 3/8-4/23/17		257.23
	0550284389	Jenkins Creek Elem; portable toilet rental, 3/8-4/		257.23
	0550284390	Cedar Heights; portable toilet rental, 3/8-4/23/17		257.23
	0550284391	Skate park; portable toilet rental, 3/27-4/23/17		184.50
	0550284392	CCP; portable toilet service, 3/27-4/23/17		255.00
			Total for Check Number 35671:	1,468.42
35672	2234 967081	Issaquah Honda Kubota #3554; repairs/service	04/14/2017	392.17

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
Total for Check Number 35672:				392.17
35673	1701	Johnsons Home & Garden	04/14/2017	
	414203	CCP; brass plug		2.49
	414395	Brass caps		16.92
	414395	Wrench		14.11
Total for Check Number 35673:				33.52
35674	0204	King County Pet Licensing	04/14/2017	
	0204-4	Pet license remittance; March		695.00
Total for Check Number 35674:				695.00
35675	0600	King County Recorder	04/14/2017	
	0600-4	CCP Phase 2; quit claim deed for right of way		77.00
Total for Check Number 35675:				77.00
35676	1111	King County Treasury	04/14/2017	
	001190-0250-05	Noxious Weed, King CD 2017		11.00
	001190-0260-03	Noxious Weed, King CD 2017		11.48
	005030-0400-09	Noxious Weed, King CD 2017		10.90
	020003-0070-00	Noxious Weed, King CD 2017		10.89
	085100-0190-00	Noxious Weed, King CD 2017		12.63
	127400-0290-06	Noxious Weed, King CD 2017		12.17
	127400-0300-04	Noxious Weed, King CD 2017		12.16
	151590-0280-08	Noxious Weed, King CD 2017		11.25
	151591-0430-06	Noxious Weed, King CD 2017		10.95
	151591-0440-04	Noxious Weed, King CD 2017		10.90
	151592-0350-01	Noxious Weed, King CD 2017		10.93
	176065-1120-03	Noxious Weed, King CD 2017		11.14
	176065-1130-01	Noxious Weed, King CD 2017		12.11
	176065-1140-09	Noxious Weed, King CD 2017		12.12
	179620-0030-06	Noxious Weed, King CD 2017		10.91
	179620-0620-02	Noxious Weed, King CD 2017		12.36
	179620-0630-00	Noxious Weed, King CD 2017		12.30
	179620-0640-08	Noxious Weed, King CD 2017		12.27
	179631-0090-00	Noxious Weed, King CD 2017		12.49
	179631-0100-08	Noxious Weed, King CD 2017		14.60
	179631-0120-04	Noxious Weed, King CD 2017		12.43
	179631-0130-02	Noxious Weed, King CD 2017		12.24
	179632-0090-09	Noxious Weed, King CD 2017		12.62
	179632-0100-07	Noxious Weed, King CD 2017		10.87
	179635-1150-01	Noxious Weed, King CD 2017		12.39
	179636-1270-05	Noxious Weed, King CD 2017		11.09
	179638-1190-00	Noxious Weed, King CD 2017		11.00
	179638-1200-08	Noxious Weed, King CD 2017		10.90
	179639-0270-04	Noxious Weed, King CD 2017		10.94
	179639-0280-02	Noxious Weed, King CD 2017		10.88
	179639-0290-00	Noxious Weed, King CD 2017		10.92
	179642-0140-07	Noxious Weed, King CD 2017		10.93
	179670-0260-06	Noxious Weed, King CD 2017		12.32
	179670-0270-04	Noxious Weed, King CD 2017		10.99
	179670-0280-02	Noxious Weed, King CD 2017		10.93
	182206-9168-07	Noxious Weed, King CD, SWM, Fire 2017		4,369.47
	184310-0710-08	Noxious Weed, King CD 2017		10.96
	202206-9014-09	Noxious Weed, King CD, SWM 2017		259.25
	212206-9186-00	Noxious Weed, King CD 2017		13.71
	228670-0110-03	Noxious Weed, King CD 2017		10.91

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	232980-0690-08	Noxious Weed, King CD 2017		10.98
	232980-0700-06	Noxious Weed, King CD 2017		11.16
	232980-0710-04	Noxious Weed, King CD 2017		11.34
	232980-0720-02	Noxious Weed, King CD 2017		10.98
	242205-9001-01	Noxious Weed, King CD, SWM 2017		215.20
	242205-9020-08	Noxious Weed, King CD, SWM 2017		216.37
	242205-9030-06	Noxious Weed, King CD, SWM 2017		511.93
	242205-9037-09	Noxious Weed, King CD 2017		10.96
	242205-9039-07	Noxious Weed, King CD 2017		12.75
	242205-9047-07	Noxious Weed, King CD 2017		11.02
	242205-9085-00	Noxious Weed, King CD, SWM 2017		214.85
	242205-9102-09	Noxious Weed, King CD, SWM, Fire 2017		1,644.66
	242205-9128-09	Noxious Weed, King CD, SWM 2017		1,116.73
	242205-9182-02	Noxious Weed, King CD, SWM 2017		217.14
	252205-9272-02	Noxious Weed, King CD 2017		12.13
	252205-9276-08	Noxious Weed, King CD 2017		11.03
	259178-0190-08	Noxious Weed, King CD 2017		10.95
	262175-0620-05	Noxious Weed, King CD 2017		11.55
	262175-0630-03	Noxious Weed, King CD 2017		12.79
	262175-0640-01	Noxious Weed, King CD 2017		12.84
	262175-0650-08	Noxious Weed, King CD 2017		12.63
	262175-0660-06	Noxious Weed, King CD 2017		12.63
	262175-0680-02	Noxious Weed, King CD 2017		10.95
	262205-9194-06	Noxious Weed, King CD 2017		12.92
	264250-0330-00	Noxious Weed, King CD 2017		10.89
	264250-0340-08	Noxious Weed, King CD 2017		10.87
	264250-0350-05	Noxious Weed, King CD 2017		10.88
	264250-0360-03	Noxious Weed, King CD 2017		10.88
	264250-0370-01	Noxious Weed, King CD 2017		10.88
	264250-0380-09	Noxious Weed, King CD 2017		10.88
	289520-0310-05	Noxious Weed, King CD 2017		10.88
	289520-0320-03	Noxious Weed, King CD 2017		10.93
	291661-0520-06	Noxious Weed, King CD 2017		11.24
	292206-9201-03	Noxious Weed, King CD 2017		10.92
	302206-9068-02	Noxious Weed, King CD, SWM 2017		220.02
	352205-9150-07	Noxious Weed, King CD 2017		11.61
	352205-9221-02	Noxious Weed, King CD 2017		10.88
	362205-9030-02	Noxious Weed, King CD 2017		12.85
	362205-9178-04	Noxious Weed, King CD 2017		12.78
	362205-9192-06	Noxious Weed, King CD 2017		12.32
	362205-9199-09	Noxious Weed, King CD 2017		11.67
	369150-0240-07	Noxious Weed, King CD 2017		10.93
	369150-0250-04	Noxious Weed, King CD 2017		10.91
	378040-0040-04	Noxious Weed, King CD 2017		12.16
	378040-0100-01	Noxious Weed, King CD 2017		12.15
	378310-0200-03	Noxious Weed, King CD 2017		10.91
	417850-1090-06	Noxious Weed, King CD 2017		10.90
	429900-0230-04	Noxious Weed, King CD 2017		10.93
	509500-1020-09	Noxious Weed, King CD 2017		12.90
	509500-1050-02	Noxious Weed, King CD 2017		12.82
	509501-0590-00	Noxious Weed, King CD 2017		12.63
	546930-0510-00	Noxious Weed, King CD 2017		11.07
	546930-0520-08	Noxious Weed, King CD 2017		10.93
	564130-0350-04	Noxious Weed, King CD 2017		10.96
	564130-0360-02	Noxious Weed, King CD 2017		11.07
	564130-0380-08	Noxious Weed, King CD 2017		10.93
	564130-0390-06	Noxious Weed, King CD 2017		10.97
	570610-0300-01	Noxious Weed, King CD 2017		10.98
	614765-0490-00	Noxious Weed, King CD 2017		11.06

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	665470-0590-07	Noxious Weed, King CD 2017		11.09
	669900-1550-05	Noxious Weed, King CD 2017		11.12
	680630-1100-04	Noxious Weed, King CD 2017		10.96
	689250-0180-09	Noxious Weed, King CD 2017		10.95
	689251-0330-07	Noxious Weed, King CD 2017		10.96
	714070-1460-02	Noxious Weed, King CD 2017		11.20
	714070-1470-00	Noxious Weed, King CD 2017		15.37
	714070-1490-06	Noxious Weed, King CD 2017		11.03
	714070-1510-02	Noxious Weed, King CD 2017		11.02
	714070-1520-00	Noxious Weed, King CD 2017		10.88
	714070-1550-03	Noxious Weed, King CD 2017		11.28
	714070-1560-01	Noxious Weed, King CD 2017		10.97
	714070-1580-07	Noxious Weed, King CD 2017		10.88
	723730-1270-05	Noxious Weed, King CD 2017		14.74
	756945-0500-00	Noxious Weed, King CD 2017		12.88
	776040-1050-04	Noxious Weed, King CD 2017		11.04
	776040-1060-02	Noxious Weed, King CD 2017		11.09
	856200-0310-08	Noxious Weed, King CD 2017		10.94
	856289-1370-07	Noxious Weed, King CD 2017		14.66
	856289-1380-05	Noxious Weed, King CD 2017		11.33
	858640-0077-05	Noxious Weed, King CD 2017		12.63
	864780-0220-09	Noxious Weed, King CD 2017		10.88
	864780-0230-07	Noxious Weed, King CD 2017		10.88
	864810-0210-05	Noxious Weed, King CD 2017		10.94
	864820-0200-05	Noxious Weed, King CD 2017		10.99
	864821-0800-08	Noxious Weed, King CD 2017		11.03
	864960-0210-03	Noxious Weed, King CD 2017		10.89
	864960-0220-01	Noxious Weed, King CD 2017		10.88
	864960-0230-09	Noxious Weed, King CD 2017		10.88
	864960-0240-07	Noxious Weed, King CD 2017		11.28
	865010-0310-09	Noxious Weed, King CD 2017		10.95
	923844-0270-06	Noxious Weed, King CD, SWM 2017		650.45
	947850-1190-01	Noxious Weed, King CD 2017		12.11
	947850-1200-09	Noxious Weed, King CD 2017		12.21
	947850-1210-07	Noxious Weed, King CD 2017		13.32
	947850-1230-03	Noxious Weed, King CD 2017		12.24
	947850-1240-01	Noxious Weed, King CD 2017		12.19
	947855-0460-01	Noxious Weed, King CD 2017		11.56
	948595-1610-01	Noxious Weed, King CD 2017		10.97
			Total for Check Number 35676:	11,106.06
35677	1405 12047572MB	Lakeside Industries Tack bucket	04/14/2017	70.60
			Total for Check Number 35677:	70.60
35678	2490 2490-4	Law Office of Theresa and Phillip Griffin Public defender video court, January - February	04/14/2017	3,200.00
			Total for Check Number 35678:	3,200.00
35679	0400 38600359136 38600359598 38600359599	Les Schwab #2761; tires #2577; tires #2577; tires	04/14/2017	1,421.21 893.32 1,943.21
			Total for Check Number 35679:	4,257.74
35680	1635 1635-4	LMI Notary Service Michaud; notary license/bond renewal	04/14/2017	80.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	1635-4	Michaud; notary stamp		57.50
			Total for Check Number 35680:	137.50
35681	2367 167153	Magnum Print Solutions Toner	04/14/2017	133.53
			Total for Check Number 35681:	133.53
35682	0135 0185-4	MRSC MRSC roster membership	04/14/2017	120.00
			Total for Check Number 35682:	120.00
35683	1487 816223 818636 818636 818636	NAPA Auto Parts Impact sockets Maint shop; smart washer fluid/mat Maint shop; smart washer fluid/mat Maint shop; smart washer fluid/mat	04/14/2017	19.53 72.97 54.74 54.74
			Total for Check Number 35683:	201.98
35684	0704 40771	Northwest Playground Equipment Skate park; garbage receptacle	04/14/2017	1,771.27
			Total for Check Number 35684:	1,771.27
35685	3017 3716-260328 3716-260328 3716-260328 3716-261399 3716-261399 3716-261399 3716-261402 3716-261402 3716-261402 3716-261404 3716-261404 3716-261404 3716-265474 3716-265474 3716-265474 3716-265515	O'Reilly Automotive Inc. Maint shop; degreaser, connector Maint shop; degreaser, connector Maint shop; degreaser, connector Maint shop; glaze/putty/syringe Maint shop; glaze/putty/syringe Maint shop; glaze/putty/syringe Maint shop; sandpaper Maint shop; sandpaper Maint shop; sandpaper Maint shop; oil Maint shop; oil Maint shop; oil Maint shop; load binders/removal tool Maint shop; load binders/removal tool Maint shop; load binders/removal tool #3307; radio	04/14/2017	34.20 34.20 45.61 7.26 5.44 5.44 0.67 0.90 0.67 30.62 30.62 40.82 58.96 44.22 44.22 89.04
			Total for Check Number 35685:	472.89
35686	0004 2049255824 911647324001 911647390001 912557303001 914008307001 914008307001 914832256001 9154751350001 9154751350001 9154751350001	Office Depot Morrissey; speakers Office supplies Office supplies Lyon; machine stand Hardy; mouse, mousepad Office supplies Credit; return wireless mouse Office supplies Reception; file sorters Aquatics; paper trimmer	04/14/2017	48.84 228.24 21.37 216.93 42.88 150.66 -27.14 113.17 26.56 158.55
			Total for Check Number 35686:	980.06
35687	0818	Pacific Office Automation	04/14/2017	

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	53937919	Copier lease; 3/15-4/14/17		122.47
	54107543	Aquatic copiers' lease; 4/1-4/30/17		104.41
			Total for Check Number 35687:	226.88
35688	2635 80380	Pacific Plants, Inc. Trees	04/14/2017	293.22
			Total for Check Number 35688:	293.22
35689	1407 04-21288 04-21288	Parametrix, Inc. Environmental services; 1/29-2/25/17 City code updates; 1/29-2/25/17	04/14/2017	1,863.73 1,341.25
			Total for Check Number 35689:	3,204.98
35690	3229 3229-4	George Pearson Volunteer G. Pearson; VVS Advocate Training, P	04/14/2017	321.48
			Total for Check Number 35690:	321.48
35691	2860 498293	Protect Youth Sports Background checks	04/14/2017	362.60
			Total for Check Number 35691:	362.60
35692	3244 4 4	R.L. Alia Company Clements/SE 263rd drainage, retainage Clements/SE 263rd drainage improvements, 3/1-	04/14/2017	-692.79 15,047.40
			Total for Check Number 35692:	14,354.61
35693	3082 5000174-4	Rainier Connect Basic hosting; April	04/14/2017	29.90
			Total for Check Number 35693:	29.90
35694	2474 2416	SCORE Jail costs; medical	04/14/2017	763.26
			Total for Check Number 35694:	763.26
35695	3330 SH204414 SH204414 SH204414 SH204414	Sharp Electronics Corp. Copier lease; 4/1-4/30/17 Copier usage; 2/1-3/31/17 Copier usage; 2/1-3/31/17 Copier lease; 4/1-4/30/17	04/14/2017	88.61 18.52 12.34 59.07
			Total for Check Number 35695:	178.54
35696	3350 3350-4	Mark Slevin Slevin; WABO seminar, parking	04/14/2017	16.00
			Total for Check Number 35696:	16.00
35697	3012 INV00221172	Smarsh Inc. Mobile archiving platform; 3/1-3/31/17	04/14/2017	22.50
			Total for Check Number 35697:	22.50
35698	2556 114-5106865	United Site Services Gardner property; fence rental, 3/18-4/14/17	04/14/2017	355.77

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
Total for Check Number 35698:				355.77
35699	0046	Verizon Wireless	04/14/2017	
	9782517081	Cellular service, 3/21-4/20/17		26.44
	9782517081	Cellular service/tablet data, 3/21-4/20/17		118.29
	9782517081	Cellular service/tablet data, 3/21-4/20/17		98.22
	9782517081	Cellular service/tablet data, 3/21-4/20/17		243.56
	9782517081	Cellular service/tablet data, 3/21-4/20/17		336.40
	9782517081	Cellular service, 3/21-4/20/17		47.77
	9782517081	Cellular service, 3/21-4/20/17		29.26
	9782517081	Cellular service, 3/21-4/20/17		153.84
	9782517081	Cellular service, 3/21-4/20/17		62.46
	9782517081	Hardy; telephone		133.01
Total for Check Number 35699:				1,249.25
35700	3351	WAURISA	04/14/2017	
	101034795	Buck; WAURISA GIS conference, registration		410.00
Total for Check Number 35700:				410.00
35701	0137	WMCA	04/14/2017	
	01904	Michaud; WMCA membership to 5/1/18		75.00
Total for Check Number 35701:				75.00
Total for 4/14/2017:				106,260.00
Report Total (73 checks):				106,260.00

April 7, 2017

City of Covington

Payroll Approval

- Request Council approval for payment of Payroll dated 04/07/17 consisting of:

PAYLOCITY CHECK # 1006694417 through PAYLOCITY CHECK # 1006694433
PAYLOCITY CHECK # 1006694441 through PAYLOCITY CHECK # 1006694441 inclusive,
plus employee direct deposits and wire transfers

IN THE AMOUNT OF \$196,267.69

WE, THE UNDERSIGNED, DO HEREBY CERTIFY UNDER PENALTY OF PERJURY THAT THE MATERIALS HAVE BEEN FURNISHED, THE SERVICES RENDERED OR THE LABOR PERFORMED AS DESCRIBED HEREIN AND THAT THE CLAIMS ARE JUST, DUE AND UNPAID OBLIGATIONS AGAINST THE CITY OF COVINGTON, WASHINGTON, COUNTY OF KING, AND THAT WE ARE AUTHORIZED TO AUTHENTICATE AND CERTIFY SAID CLAIMS PER THE ATTACHED COUNCIL APPROVAL REPORT.

Cassandra Parker
Senior Accountant

Mark Lanza
City Councilmember

Jeff Wagner
Mayor

Marlla Mhoon
City Councilmember

Council Meeting Date Approved: _____

04/07/17 Payroll Voucher

Payroll Checks for Account Paylocity Account

Check/Voucher	Check Type	Check Date	Employee Id	Employee Name	Net Amount
114726	Regular	4/7/2017	503	Bolli, Regan H	5,039.50
114727	Regular	4/7/2017	246	Kirshenbaum, Kathleen	418.03
114728	Regular	4/7/2017	243	Lyon, Valerie	1,539.59
114729	Regular	4/7/2017	234	Mhoon, Darren S	1,521.26
114730	Regular	4/7/2017	162	Michaud, Joan M	2,265.53
114731	Regular	4/7/2017	123	Scott, Sharon G	1,878.11
114732	Regular	4/7/2017	313	Slate, Karla J	2,592.68
114733	Regular	4/7/2017	275	Hart, Richard	2,922.00
114734	Regular	4/7/2017	368	Mueller, Ann M	1,619.70
114735	Regular	4/7/2017	180	Cles, Staci M	1,995.08
114736	Regular	4/7/2017	146	Hagen, Lindsay K	1,686.99
114737	Regular	4/7/2017	235	Hendrickson, Robert	3,928.06
114738	Regular	4/7/2017	105	Parker, Cassandra	2,610.52
114739	Regular	4/7/2017	601	Wells, Shelley L	345.20
114740	Regular	4/7/2017	611	Cles, Matthew R	964.11
114741	Regular	4/7/2017	353	Dalton, Jesse J	2,183.76
114742	Regular	4/7/2017	524	Denning, Jerald J	1,076.83
114743	Regular	4/7/2017	373	Fealy, William J	1,870.53
114744	Regular	4/7/2017	301	Gaudette, John J	2,266.05
114745	Regular	4/7/2017	511	Goranson, Gage W	1,437.26
114746	Regular	4/7/2017	186	Junkin, Ross D	3,035.95
114747	Regular	4/7/2017	457	Smith, Nathan H	1,182.31
114748	Regular	4/7/2017	408	Terwillegar, Jeremy A	1,761.74
114749	Regular	4/7/2017	377	Bates, Krista	1,368.83
114750	Regular	4/7/2017	268	Bykonen, Brian D	2,420.74
114751	Regular	4/7/2017	270	Lyons, Salina K	2,434.68
114752	Regular	4/7/2017	269	Meyers, Robert L	3,468.15
114753	Regular	4/7/2017	284	Ogren, Nelson W	2,805.95
114754	Regular	4/7/2017	590	Slevin, Mark A	2,928.33
114755	Regular	4/7/2017	266	Thompson, Kelly	2,382.61
114756	Regular	4/7/2017	592	Drury, Keith R	689.12
114757	Regular	4/7/2017	307	Morrissey, Mayson	3,244.39
114758	Regular	4/7/2017	199	Bahl, Rachel A	2,294.60
114759	Regular	4/7/2017	397	Ball, Jaquelyn I	1,540.07
114760	Regular	4/7/2017	451	Conway, Sean	1,640.64
114761	Regular	4/7/2017	574	Dal Santo, Shannon A	1,620.51
114762	Regular	4/7/2017	448	Finazzo, Dominic V	1,654.70
114763	Regular	4/7/2017	587	Gardocki, Mary L	2,236.68
114764	Regular	4/7/2017	305	Kiselyov, Tatyana	1,693.64
114765	Regular	4/7/2017	194	Newton, Ethan A	3,517.39
114766	Regular	4/7/2017	195	Patterson, Clifford	2,569.81
114767	Regular	4/7/2017	106	Bates, Shellie L	2,264.65
114768	Regular	4/7/2017	349	Buck, Shawn M	2,100.87
114769	Regular	4/7/2017	273	French, Fred	728.66
114770	Regular	4/7/2017	436	Lindskov, Robert T	3,303.35
114771	Regular	4/7/2017	606	Parker, Kelton R	1,869.94
114772	Regular	4/7/2017	257	Parrish, Benjamin A	2,138.25
114773	Regular	4/7/2017	173	Vondran, Donald M	3,967.08
114774	Regular	4/7/2017	481	Binder, Jordan M	304.99
114775	Regular	4/7/2017	534	Blakely, Gavin D	442.83
114776	Regular	4/7/2017	517	Burke, Austin W	228.47
114777	Regular	4/7/2017	576	Clark, Reiley E	159.77
114778	Regular	4/7/2017	514	Collins, Ashtyn E	102.34
114779	Regular	4/7/2017	258	Cox, Melissa	1,127.30
114780	Regular	4/7/2017	385	Cranstoun, Alexander M	570.27

114781 Regular	4/7/2017	566 Duven, Bridget N	216.86
114782 Regular	4/7/2017	586 Flem, Luke H	362.85
114783 Regular	4/7/2017	605 Gill, Amy L	36.65
114784 Regular	4/7/2017	562 Grobbelaar, Jan G	313.33
114785 Regular	4/7/2017	508 Halbert, Olivia M	91.64
114786 Regular	4/7/2017	580 Hammerstrom, Iliana L	61.09
114787 Regular	4/7/2017	585 Huntley, Jack E	97.75
114788 Regular	4/7/2017	410 Lanz, Avalon A.	154.59
114789 Regular	4/7/2017	588 Maloy, Alexander P	287.87
114790 Regular	4/7/2017	582 Marienau, Aaron G	422.35
114791 Regular	4/7/2017	435 Martin, Iain-Josiah	375.96
114792 Regular	4/7/2017	525 Mastroianni, Anthony J	527.16
114793 Regular	4/7/2017	484 May, Alexander E	536.90
114794 Regular	4/7/2017	483 Medel, Erick	610.80
114795 Regular	4/7/2017	516 Montero, Ivan P	79.15
114796 Regular	4/7/2017	550 Moriarty, Dylan M	113.14
114797 Regular	4/7/2017	591 Parnello, Emma J	143.56
114798 Regular	4/7/2017	312 Perko, Roxanne H	690.79
114799 Regular	4/7/2017	584 Praggastis, George C	124.12
114800 Regular	4/7/2017	607 Ramsdell, Bailey E	24.44
114801 Regular	4/7/2017	595 Rogers, Eric R	97.75
114802 Regular	4/7/2017	493 Sears, Andrew J	81.83
114803 Regular	4/7/2017	492 Spencer, Ethan R	612.91
114804 Regular	4/7/2017	608 Tomalik, Adrian D	24.44
114805 Regular	4/7/2017	392 Wardrip, Spencer A	832.12
114806 Regular	4/7/2017	480 Woods, Dylan J	641.24
114807 Regular	4/7/2017	533 Wruth, Hunter T	140.57
114808 Regular	4/7/2017	610 Wunschel, Oliver W	24.44
114809 Regular	4/7/2017	578 Zarzoza, Kiley M	91.64
114810 Regular	4/7/2017	572 Bykonen, Emily M	44.32
114811 Regular	4/7/2017	536 Harjehausen, Jack	104.68
114812 Regular	4/7/2017	528 Hopp, Tyler A	122.93
114813 Regular	4/7/2017	467 Lam, Brandon A	139.57
114814 Regular	4/7/2017	468 Lam, Matthew T	125.04
114815 Regular	4/7/2017	495 Tashiro-Townley, Joshua C	125.56
114816 Regular	4/7/2017	554 Underwood, Brady M	81.26
114817 Regular	4/7/2017	500 White, Preston A	45.71
114818 Regular	4/7/2017	116 Beaufreere, Noreen	3,040.40
114819 Regular	4/7/2017	596 Johnston, Julie A	1,862.57
114820 Regular	4/7/2017	612 Hardy, Kathryn J	3,721.43
1006694417 Regular	4/7/2017	364 Newell, Nancy J	52.64
1006694418 Regular	4/7/2017	527 Ainsworth, Nicholas D	344.26
1006694419 Regular	4/7/2017	509 Brannon, David J	118.72
1006694420 Regular	4/7/2017	555 Casey, Noah	195.49
1006694421 Regular	4/7/2017	577 DuBoise, Kaley M	157.04
1006694422 Regular	4/7/2017	583 Heywood, Tyler R	373.83
1006694423 Regular	4/7/2017	602 Medel, Alan L	99.41
1006694424 Regular	4/7/2017	579 Mucke, Isabelle R	219.93
1006694425 Regular	4/7/2017	567 Praggastis, Christina B	73.31
1006694426 Regular	4/7/2017	489 Wold, Jared K	838.86
1006694427 Regular	4/7/2017	551 Bellmore, Alexander J	36.62
1006694428 Regular	4/7/2017	556 Bethune, Lauchlin A	109.96
1006694429 Regular	4/7/2017	470 Cekarmis, Dusan	133.39
1006694430 Regular	4/7/2017	519 Lopez, Joseph C	60.95
1006694431 Regular	4/7/2017	547 Miskar, Isaac O	78.72
1006694432 Regular	4/7/2017	474 Shank, Elijah J	77.57
1006694433 Regular	4/7/2017	471 Shank, Maia M	439.37

Totals for Payroll Checks	112 Items	126,601.88
Third Party Checks for Account Paylocity Account		

Check/Voucher	Check Type	Check Date	Employee Id	Employee Name	Net Amount
114821	AGENCY	4/7/2017	401SS	ICMA Retirement Trust	20,226.60
114822	AGENCY	4/7/2017	457Ex	Vantagepoint Transfer Agent-	394.80
114823	AGENCY	4/7/2017	CICOV	City of Covington	3,276.26
114824	AGENCY	4/7/2017	Emp	City of Covington Employee	94.00
114825	AGENCY	4/7/2017	IC401	ICMA Retirement Trust	4,870.60
114826	AGENCY	4/7/2017	IC457	ICMA Retirement Trust	2,451.04
114827	AGENCY	4/7/2017	ROTH	ICMA Retirement Trust	330.00
114828	AGENCY	4/7/2017	VEBA	HRA VEBA Trust Contributions	1,968.75
1006694441	AGENCY	4/7/2017	JG1	WASH CHILD SUPPORT	110.41
Totals for Third Party Checks 9 Items					33,722.46
ICMA Forfeiture Check					11,069.53
Tax Liabilities					24,596.18
Paylocity Fees					277.64
Grand Total					<u>\$ 196,267.69</u>

Agenda Item 1

Covington City Council Meeting

Date: April 25, 2015

SUBJECT: COUNCIL DELIBERATION AND DECISION ON THE LAKEPOINTE URBAN VILLAGE DEVELOPMENT AGREEMENT (LU16-0026), ZONING MAP AMENDMENT (LU16-0025), AND BOUNDARY LINE ADJUSTMENT (LU16-0024).

RECOMMENDED BY: Richard Hart, Community Development Director

APPLICANT: Oakpointe Lands Covington

ATTACHMENT(S):

- 1) Ordinance 02-2017
- 2) EIS Exhibit 3.8-18 – Future (2035) Level of Service (Mitigated)
- 3) Development Agreement Exhibit S- Transportation Mitigation
- 4) Uses allowed in the RCMU zoning district.

PREPARED BY: Ann Mueller, Senior Planner

PLEASE REMEMBER TO BRING YOUR COUNCIL PACKET (WHITE 3-RING BINDER) FROM THE LAST APRIL 11 COUNCIL MEETING. THANKS.

EXPLANATION:

At the City Council meeting on April 11, 2017, the council held a public hearing on the Lakepointe Urban Village applications during which public testimony was received from fourteen people. Council members asked staff and the applicant several clarifying questions, then officially closed the public hearing. There was a motion and vote to continue the council discussion and decision on the Lakepointe Urban Village Development Agreement (LU16-0026); Zoning Map Amendment (LU16-0025); and Boundary Line Adjustment (LU16-0024) to the next meeting on April 25, 2017.

This continuation allows the council additional time to review the information provided by the applicant and staff in their April 11, 2017 agenda packet, written public comments entered into the record, and all public testimony heard at the April 11, 2017 public hearing. The public hearing has been closed, and no additional public testimony or written comment can be added to the official record.

Council Questions:

The council asked staff to respond to several questions before their next meeting:

1) Traffic Impacts from Development.

Measuring Traffic Impacts:

The Planned Action Environmental Impact Statement's (EIS), adopted November 2013, included a transportation analysis which evaluated all roadways and intersections that the city has defined for its Concurrency Management Program. The city's Concurrency

Management Program is a requirement of State Law, and is managed in-house by our contract Consultant David Evans & Associates.

It is standard procedure that an EIS for the King County region will utilize Puget Sound Regional Council's (PSRC's) transportation model because it is the most reliable source for regional land use forecasts and roadway network characteristics. It allows a city to evaluate a project based on the regional network. Because the city manages its own traffic model, the city can calibrate expected traffic counts based on known and expected developments (pipeline projects) and assumed roadway improvements specific to Covington, at a more localized level.

The traffic analysis in the EIS is a forecast of traffic from 2013 through 2035. The forecast assumes the Lakepointe Urban Village development and pipeline projects (development projects known and anticipated). As part of the background growth assumed to 2035 an annual rate of 4% was applied to counts along SE 272nd St (SR 516).

Future 2035 travel demand was projected using the city's travel demand forecasting model, which is a traffic analysis tool used for forecasting future traffic volumes based on existing traffic patterns and forecasted land use growth. The city's model includes each jurisdiction's planned land use in the analysis area. The city's model integrates elements of the regional model developed by PSRC, including the modeled roadway network and regional land use projections outside of Covington. Within Covington and Maple Valley, the modeled roadway network is consistent with the PSRC model network, but is more detailed.

Hawk Property Traffic Analysis:

The Planned Action EIS analyzed the transportation impacts of three alternatives: No Action, Minimum Urban Village and Maximum Urban Village. The Planned Action EIS states that the number of new PM peak hour trips anticipated from the Maximum Urban Village Alternative (e.g. 1500 residential units and 850,000 square feet of commercial space) for 2035 as 28,270 daily primary trips. At PM Peak Hour there would be a total of 2,578 primary trips in and out of the subarea in 2035.

PM PEAK HOURS for 2035				
	Alternative 3 – Maximum Urban Village			
	PM PEAK HOUR (4pm-6pm)			
	Daily	In	Out	Total
Primary Trips	28,270	1,025	1,235	2,578

Source: Page 4 in the Planned Action Ordinance #04-2014.

Exhibit 3.8-18 (**Attachment 2**) shows the Level of Service at the city's intersections with the project shown in the Alternative 1- No Action Column and with the project shown in Alternative 3- Maximum Action. This list includes impacts measured in Covington, Kent and Maple Valley.

Mitigation for impacts to intersections directly impacted by the development are provided in Exhibit S (**Attachment 3**) and outlined in Section VI- Transportation of the Development Agreement.

The question posed by the City Council at the April 11, 2017 regular meeting requested information on the impacts of the Lakepointe Urban Village Development on downtown traffic, specifically SE 272nd St. (ID Nos. 20, 21, 22, 23, 24, 26, 29, 32, 34, 36, 37, 39 and stop control intersections, 35 and 36) as shown in **Attachment 2**. The chart shows approximately four intersections (ID Nos. 20, 21, 22, 26) along SE 272nd St will have an increase of a few seconds' delay, while three intersections will show an improvement with the construction of the Covington Connector. The developer is not required to improve or provide a proportionate share fee for these intersections, as they are already below the city standard, and the increase in delay is too minimal to measure.

The city's adopted level of service is D, and much of SE 272nd St. is already failing (LOS F). However, with the adoption of the comprehensive plan, SE 272nd St. is designated at "Ultimate Capacity" once it has been widened to 5 lanes. Ultimate Capacity means that the city is dedicated to widening SE 272nd to 5 lanes between city boundaries and will accept a LOS F along the corridor, as there is no other reasonable alternative (e.g. widen to 7 lanes) or solution for further improving the corridor to operate at a LOS D. As shown in the Comprehensive Plan, to help alleviate traffic along the SE 272nd St. corridor, additional bypasses should be considered, such as the Covington Connector, as proposed with this development and the 185th Ave. SE bypass at Home Depot.

Calibrating Hawk Property Traffic with Development

All future projects within the Subarea will be reviewed for consistency with the Planned Action Ordinance #04-14, which is included as Exhibit C of the Development Agreement.

All projects within the subarea will be required to meet the transportation concurrency requirements and Level of Service (LOS) thresholds established in CMC Chapter 12.100 Transportation Concurrency Management and CMC Chapter 12.110, Intersection Standards. Trip impact fees shall be paid consistent with CMC Chapter 12.105. Transportation mitigation shall be provided consistent with mitigation measures in the Planned Action Ordinance.

Future development projects within the Subarea will be required to provide documentation that the total trips identified (i.e. 28,270) are not exceeded, that the project meets the concurrency and intersection standards in CMC Chapter 12, and that the project has mitigated impacts consistent with the Planned Action and with Exhibit S of the Development Agreement.

2) Trails within the Lakepointe Urban Village.

Exhibit T of the Development Agreement is the Lakepointe Master Trails Plan. The Master Trails Plan is discussed in Section 20 of the Development Agreement, and more specific details of the construction and timing of the trail are addressed in Section 20.5 of the Development Agreement. The trails depicted on the Master Trails Plan show the general location of the required trails consistent with the city's Comprehensive Plan;

Park, Recreation, and Open Space Plan; as well as the Subarea Plan. The city has codes and standards for trail construction, and the final location of the trails will be determined as the subarea develops, and field location will be required and reviewed by city staff to confirm that it meets city requirements, ASHTO guidelines, and ADA standards.

Furthermore, the field location of the trails at the time of permit application will confirm that the trails have been designed and located to the extent possible to avoid impacts to healthy significant trees and critical areas. If impacts cannot be avoided to the critical areas, then they shall be minimized, and mitigation measures provided consistent with CMC 18.65.

As was discussed in the April 11, 2017 staff blue sheet (page 26 of 40) staff will continue as it has in the past to reach out and request input from King County Parks staff on the specific design and location of the trails depicted in the Master Trails Plan. The master developer will coordinate with King County Park staff during design for locations where the trail connects to Cedar Creek Park, owned by King County to the east of the Subarea. The Master Developer will be funding the construction and maintenance of the trails as generally depicted on the Master Trail Plan within the Lakepointe Urban Village Subarea. A public access easement will be recorded against the property once the trails are constructed granting public access in perpetuity. Also, see staff comments related to trails in the April 11, 2017 blue sheet pages 28 & 33 of 40.

There was also a question asked by a member of the public, Carolyn Gabriel, during the public hearing related to the trail connections to existing dead-end streets. To clarify, there are several connections planned from the Covington Highland Trail to current dead-end public rights of way at: SE 256th St., 189th Ave. SE, 191st Pl. SE, 193rd Pl SE, and 196th Ave SE. If possible, there will also be a trail connection through a city owned parcel with a stormwater facility connecting 201st Ave SE to the existing Shire Hills subdivision. These dead-end streets and the stormwater parcel currently show visible signs of “social trails” created by the public accessing the private property owned by the Hawks.

3) What Uses are Allowed in the RCMU Zone?

Exhibit B of the Development Agreement contains those portions of the Covington Municipal Code(CMC) that the Lakepointe Urban Village will be vesting to. CMC 18.15.090 states the following:

Regional commercial mixed-use zone.

(1) The purpose of the regional commercial mixed-use zone (RCMU) is to provide regional-scale retail and service uses in a well designed urban village setting that may include a limited amount of high density residential uses. These purposes shall be accomplished by:

- (a) Concentrating large-scale commercial uses to facilitate efficient provision of public services and to minimize incompatibilities with residential uses;*
- (b) Encouraging compact development to accommodate integrated open space and natural features, as well as recreational amenities;*
- (c) Allowing for both horizontal and vertical mixed-use development, including a mix of commercial and residential uses; and*
- (d) Other public benefits consistent with the comprehensive plan policies as approved by the city council.*

(2) Use of this zone is appropriate in commercial centers with adequate access to the regional transportation network.

The RCMU zoning was adopted by the city council in Ordinance #14-02, to implement the Subarea Plan. The zoning code amendment were made in conjunction with the adoption of the Subarea Plan (Ord. #14-01), Comprehensive Plan Amendments (Ord. #14-03) and the Planned Action Ordinance (Ord. #14-04).

Permitted uses allowed in the RCMU zone are addressed in CMC 18.25; a summary of those uses is provided in **Attachment 4**.

4) How are Required Studies and Reports Funded and by Whom?

For all development projects in the city a variety of reports are required based upon the complexity of the project, such as traffic reports, critical area studies, tree reports, design standards, and fiscal analyses. Based upon the council policy of full cost recovery, the applicant is required to pay most of those costs, while a few are shared costs with the city. All studies submitted by an applicant go through a peer review to verify the results.

Public Notice Follow Up:

Lastly, staff was concerned when one member of the public, Jennifer Harjehausen, indicated that she had attended Oakpointe's Open House on January 11, 2017 and had not been mailed a notice of the future public hearings. Staff reviewed the three sign-in sheets from the January 11, 2017 Open House and did not find Ms. Harjehausen's name on the list, therefore, staff was unable to mail her courtesy notices of future hearings.

ALTERNATIVES:

1. Continue the discussion to a future council meeting and direct staff to address further issues for clarification.

CITY COUNCIL ACTION: ☒ Ordinance ☐ Resolution ☐ Motion ☐ Other

Council member _____ moves, Council member _____ seconds, to adopt an Ordinance authorizing the City Manager to sign the Lakepointe Urban Village Development Agreement, to approve the Zoning Map Amendment, and to authorize the appropriate city staff to sign the Boundary Line Adjustment survey of record.

REVIEWED BY: City Manager; City Attorney; Finance Director

ATTACHMENT 1

ORDINANCE NO. 02-2017

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF COVINGTON, KING COUNTY, WASHINGTON, AUTHORIZING THE CITY MANAGER TO EXECUTE A DEVELOPMENT AGREEMENT WITH OAKPOINTE LAND COVINGTON, AND HUGHES FAMILY INVESTMENT, LTD AND THE HAWK FAMILY PROPERTIES LIMITED PARTNERSHIP AND FOR THE LAKEPOINTE URBAN VILLAGE, CITY FILE NO. LU16-0026; APPROVING THE ZONING MAP AMENDMENT FOR THE LAKEPOINTE URBAN VILLAGE SUBAREA, CITY FILE NO. LU16-0025; AND AUTHORIZING CITY STAFF TO SIGN THE BOUNDARY LINE ADJUSTMENT SURVEY, CITY FILE NO. LU16-0024.

WHEREAS, the Washington State legislature authorizes development agreements through RCW 36.70B.170 through 36.70B.210; and

WHEREAS, Ordinance No. 06-13 as codified at Chapter 18.114 of the Covington Municipal Code (CMC), authorizes the use of development agreements; and

WHEREAS, a development agreement application along with associated zoning map amendment and boundary line adjustment applications were formally submitted on November 21, 2016 by Oakpointe Lands Covington; and

WHEREAS, on December 30, 2016, public notice of application with a 21-day comment period was mailed to properties within 500 feet of the subarea, posted on 3 notice boards and at City Hall, posted on the City's website, and published in the Covington Reporter; and

WHEREAS, on February 24, 2017, Notice of the Planning Commission Public Hearing was published in the Covington Reporter, posted on the City website and at City Hall. On March 2, 2017, the notice was posted on 3 notice boards and mailed to parties of record and properties within 500 feet of the Subarea; and

WHEREAS, the Planning Commission reviewed this matter and held a public hearing and took testimony on February 16, 2017 and voted to recommend to the City Council that they approve the Development Agreement, Zoning Map Amendment, and Boundary Line Adjustment; and

WHEREAS, on March 24, 2017, Notice of the City Council Public Hearing was published in the Covington Reporter, posted on the City website and at City Hall. On March 23, 2017, the notice was posted on 3 notice boards and mailed to parties of record and properties within 500 feet of the Subarea; and

WHEREAS, the proposed Zoning Map Amendment is consistent with the City's Comprehensive Plan, the Hawk Property Subarea Plan, Planned Action, and the Covington Municipal Code; and

WHEREAS, the Boundary Line Adjustment record of survey document is prepared by a land surveyor in accordance with WAC 332-130 and RCW 58.09, and is consistent with the Covington Municipal Code Chapter 17.40; and

WHEREAS, the City issued a Determination of Significance and Adoption of the existing Hawk Property Planned Action Environmental Impact Statement and Addendum on March 24, 2017 for the Development Agreement, Zoning Map Amendment, and Boundary Line Adjustment pursuant to the State Environmental Policy Act (SEPA); and

WHEREAS, the City Council held a public hearing and took testimony April 11, 2017; and

WHEREAS, the City Council continued their discussion and deliberation to their April 25, 2017 public meeting:

WHEREAS, the Covington City Council has considered all testimony provided at the public hearing and recommendation of the Planning Commission, and City staff has determined that the Development Agreement is in compliance with State law and Covington Municipal Code;

NOW, THEREFORE, BE IT RESOLVED the City Council of the City of Covington, King County, Washington, do ordain as follows:

Section 1. Findings. The findings, recitals and determinations herein are hereby adopted and found to be true and correct in all respects.

Section 2. Development Agreement. The City Council does hereby authorize the City Manager to execute a development agreement with Oakpointe Lands Covington LLC, Hughes Family Investment, LTD and the Hawk Family Properties Limited Partnership for the Lakepointe Urban Village Development Agreement, substantially in the form of the proposed agreement as set forth in Exhibit A attached hereto.

Section 3. Zoning Map Amendment and Effective Date of Rezone. The City Council does hereby approve the Zoning Map Amendment of the Lakepointe Urban Village Subarea as set forth in Exhibit B attached hereto. The official zoning map of the City shall be updated in accordance with the zoning established by this section. The City's zoning map shall be updated after verification is provided to the City that the Boundary Line Adjustment, in Section 4, is recorded with King County.

Section 4. Boundary Line Adjustment. The City Council does hereby authorize the City's Development Review Engineer, Community Development Director, and Finance Director

to sign the Boundary Line Adjustment, substantially in the form of the proposed survey as set forth in Exhibit C attached hereto.

Section 5. Recordings and Filings. The City Clerk is hereby directed to file a certified copy of the Development Agreement with the King County Division of Records once all parties have signed the document. The City Clerk shall transmit a copy of the Zoning Map Amendment to the Washington State Department of Commerce within 10 days of the City Council's adoption.

Section 6. Corrections. Upon approval of the City Attorney, the City Clerk is authorized to make necessary technical corrections to this ordinance, including without limitation, the correction of clerical errors, references to other local, state, or federal laws, codes, rules, or regulations, or section/subsection numbering.

PASSED in open and regular session on this 25th day of April 2017, and signed in authentication of its passage this 25th day of April, 2017.

Jeff Wagner, Mayor

ATTESTED:

PUBLISHED: April 28, 2017

Sharon Scott, City Clerk

EFFECTIVE: May 3, 2017

APPROVED AS TO FORM:

Kathy Hardy, City Attorney

Amend Exhibit 3.8-18 on pages 3-128 and 3-129 as follows:

ATTACHMENT 2**Exhibit 3.8-18. Future (2035) Level of Service – Mitigated**

		Alternative 1 No Action		Alternative 2 Minimum Action		Alternative 3 Maximum Action	
ID	Intersection	LOS ¹	Delay ²	LOS	Delay	LOS	Delay
Signalized							
1	SE 240th St/180th Ave SE	C	23.9	D	35.7	D	38.7
3	SE 240 th St/SE Wax Rd/200 th Ave SE	C	29.2	C	31.3	C	32.1
4	SE 251 st St/164 th Ave SE	A	6.4	A	7.3	A	7.3
6	SE 256 th St/148 th Ave SE	B	16.0	B	17.9	B	18.2
7	SE 256 th St/156 th Ave SE	C	23.3	C	23.1	C	23.0
9	SE 256 th St/168 th PI SE	A	8.8	A	9.6	A	9.3
11	SE 256 th St/SE Wax Rd/SE 180 th St	D	40.7	D	54.6	D	52.8
13	SE 261 st St/180 th Ave SE	A	10.0		(3)	A	9.5
14	SE 262 nd St/180 th Ave SE	C	24.9	B	18.9	C	20.3
18	SE 268 th Place/164 th Ave SE	B	18.3	B	13.7	B	14.4
20	SE 272 nd St/156 th PI SE (SB)	F	118.4	F	108.5	F	119.6
21	SE 272 nd St/Covington Way	F	>200	F	>200	F	>200
22	SE 272 nd St (SR 516)/164 th Ave SE	E	68.2	E	69.0	E	68.3
23	SE 272 nd St (SR 516)/Westbound SR 18 Ramps	D	51.2	E	57.3	F	65.6
24	SE 272 nd St (SR 516)/Eastbound SR 18 Ramps	D	36.0	D	44.5	E	46.2
26	SE 272 nd St/168 th Ave SE	E	54.6	E	57.5	E	57.7
29	SE 272 nd St/172 nd Ave SE	E	68.7	E	60.7	E	65.8
32	SE 272 nd St (SR 516)/SE Wax Rd	F	115.8	F	100.3	F	99.7
34	SE 272 nd St/192 nd Ave SE	B	12.3	B	11.1	B	11.8
36	SE 272 nd St/204 th Ave SE		(4)	D	45.0	D	46.3
37	SE 272 nd St/216 th Ave SE ⁵	C	26.9	C	27.8	C	29.1
39	SE 275 th St/SE Wax Rd	B	17.6	B	16.6	B	16.5
40	Covington-Sawyer Rd/SE Wax Rd	D	43.8	D	45.5	D	46.2
43	SE 270 th PI/SE Wax Rd	B	13.5	B	14.0	B	13.9
50	SE 240 th St/156 th Ave SE	B	10.3	B	10.7	B	10.7
51	SE 240th St/164th Ave SE	D	41.9	D	51.7	D	55.0
54	SE 272 nd St/152 nd Ave SE	C	25.5	C	24.7	C	24.9
55	SE 272 nd St/156 th Ave SE (WBL)	C	20.2	C	22.3	C	22.8
57	SE 272 nd St/185 th Ave SE	D	47.2	C	25.0	C	29.2
59	165 th PI SE/Covington-Sawyer Rd	D	36.0	C	34.2	C	34.2
233	Kenwood HS Access/164 th Ave SE	A	7.4	A	7.3	A	7.2
300	SE 256 th St/Westbound SR 18 Ramps (Option A)		(6)	D	54.5	C	21.2

ID	Intersection	Alternative 1 No Action		Alternative 2 Minimum Action		Alternative 3 Maximum Action	
		LOS ¹	Delay ²	LOS	Delay	LOS	Delay
301	SE 256 th St/Eastbound SR 18 Ramps (Option A)	B	19.3	C	36.8	C	30.3
310	SE 231 st St/SR 169 ⁷	F	94.9	F	103.2	F	105.1
311	SE Wax Rd/SR 169 ⁷	C	25.6	C	26.3	C	26.0
312	Witte Rd SE/SR 169 ⁷	C	20.6	C	20.0	C	20.1
313	SE 240 th St/SR 169 ⁷	D	43.3	D	44.9	D	47.9
314	SR 516/Witte Rd SE ⁵	D	45.2	D	44.6	D	47.6
315	SR 516/SR 169 ⁵	E	54.2	E	55.1	E	55.3
Roundabout							
8	SE 256 th St/164th Ave SE	DC	26.5 <u>24.8</u>	DC	34.5 <u>27.3</u>	DC	33.5 <u>26.0</u>
17	SE 267th Place/SE Wax Rd (180th Ave SE)	DB	34.9 <u>14.2</u>	DA	34.8 <u>10.0</u>	CB	21.0 <u>10.6</u>
44	SE 246th <u>270th</u> Place/172 nd Ave SE	A	6.9 <u>6.3</u>	A	6.9 <u>6.2</u>	A	7.0 <u>6.3</u>
<u>300</u>	<u>SE 256th St/Westbound SR 18 Ramps (Option B)</u>		(6)		(9)	<u>A</u>	<u>9.4</u>
<u>301</u>	<u>SE 256th St/Eastbound SR 18 Ramps (Option B)</u>		(6)		(9)	<u>B</u>	<u>14.9</u>
All-Way Stop-Control							
2	SE 240th St/196th Ave SE	D	25.8	D	34.0	D	34.8
5	SE Wax Rd/SE 180th St	C	21.6	C	21.3	C	21.6
15	SE Timberlane Boulevard/Timberlane Way SE	A	9.7	A	8.4	A	8.8
19	SE 267th St/Timberlane Way SE	A	9.6	A	9.3	A	9.5
One- or Two-Way Stop Control⁸							
10	SE 256 th St/175 th Way SE (NB)	D	26.5	D	31.9	D	30.8
12	SE 260 th St/156 th Ave SE (WB)	B	13.3	B	13.5	B	13.4
13	SE 261 st St/180 th Ave SE (EB) ⁸		(3)	D	32.3		(3)
16	SE 267 th St/172 nd Ave SE (SB)	A	9.0	A	8.7	A	8.7
35	SE 272 nd St/201 st Ave SE (SB)	D	25.9	C	16.5	C	16.7
36	SE 272 nd St/204 th Ave SE (SB)	D	31.2		(4)		(4)
52	SE 260 th St/164 th Ave S (EB)	C	19.5	C	22.2	C	22.1
53	SE 261 st St/172 nd Ave SE (EB)	B	14.0	B	13.1	B	13.2
56	SE 272 nd St/IHOP Driveway (SB)	B	11.5	B	10.6	B	10.7
58	SE 272 nd St/186 th Ave SE (NB)	C	16.7	D	34.8	D	34.6
300	SE 256 th St/Westbound SR 18 Ramps (SB)	C	17.2		(6)		(6)

Source: Heffron Transportation, David Evans and Associates, November~~May~~ 2013.

1. LOS = level of service

2. Delay = average delay per vehicle in seconds

3. Intersection #13 is signalized with Alternatives 1 and 3, and eastbound stop-controlled with Alternative 2.

4. Intersection #36 is southbound stop-controlled with Alternative 1, and signalized with Alternatives 2 and 3.

5. Part of Maple Valley's South Concurrency Intersection Group – concurrency is satisfied if average weighted delay of all intersections in the group is equivalent to LOS D or better. With mitigation, the average weighted delay for this group is 42.7 (LOS D) for Alternative 1, 42.7 (LOS D) for Alternative 2, and 44.0 (LOS D) for Alternative 3.
6. Intersection #300 is westbound stop-controlled with Alternative 1, and signalized or has roundabout with Alternatives 2 and 3.
7. Part of Maple Valley's North Concurrency Intersection Group – concurrency is satisfied if average weighted delay of all intersections in the group is equivalent to LOS D or better. With mitigation, the average weighted delay for this group is 50.0 (LOS D) for Alternative 1, 53.2 (LOS D) for Alternative 2, and 54.5 (LOS D) for Alternative 3.
8. For one- and two-way stop-controlled intersections, the most congested movement is reported. The direction of the most congested movement is shown in parentheses.
9. Level of service analysis was completed only for Alternative 3 (Maximum Village) because it reflects the upper range of the Final EIS Preferred Alternative, and has the highest projected traffic volumes at the SE 256th Street/SR 18 Ramp intersections. Since the Alternative 2 (Minimum Village) traffic volumes are lower, it is expected that with roundabouts in place, the SE 256th Street/SR 18 Westbound Ramps would also operate at LOS A, and the SE 256th Street/SR 18 Eastbound Ramps would operate at LOS B or better.

Add the following discussion of short-term construction and concurrency mitigation on page 3-130, immediately before Significant Unavoidable Adverse Impacts.

MITIGATION TO ADDRESS SHORT-TERM CONSTRUCTION IMPACTS

In order to minimize the potential short-term traffic impacts resulting from construction of the alternatives, a Traffic Control Plan would need to be prepared in accordance with City guidelines. All Building Permits would be reviewed and conditioned to mitigate construction traffic impacts. The types of transportation-related measures that could be considered would depend on the type and size of the phase under construction. The Traffic Control Plan could potentially include, but would not be excluded to, the following provisions.

- Truck haul-routes to and from the site.
- Peak hour restrictions for construction truck traffic and how those restrictions would be communicated and enforced.
- Truck staging areas (e.g., locations where empty or full dump trucks would wait or stage prior to and during loading or unloading.)
- Measures to reduce construction worker trips such as rideshare or shuttles.
- Provision of on-site or nearby parking for construction workers.
- Road, lane, sidewalk, or bike lane closures that may be needed during utility, street or building construction. A plan detailing temporary traffic control, channelization, and signage measures should be provided for affected facilities.
- Plan to maintain access to residences and businesses at all times.
- Provision of flaggers to direct traffic when appropriate.
- Restoration or repair of the pavement in the road right-of-way to its original condition or better upon completion of the work.
- Other elements or details may be required in the Traffic Control Plan as required by the City of Covington. The project developer/owner and the contractor would be required to incorporate other City requirements into an overall plan, if applicable.

MITIGATION TO ADDRESS CONCURRENCY ON SR 516

As described in the impact analysis, projected year 2035 conditions with Alternative 1 (No Action) indicated that, with build-out of regional land plans, traffic volumes on the section of SR 516 (SE 272nd

ATTACHMENT 3

	A	B	C	D	E	F	G	H	I	J	K
1											
2	Planning Level Cost Estimates: City Transportation Projects in Addition to Base Impact Fee										
3		Cost Share: Alternative 3	\$63,000	\$71,500	(\$54,000)	\$0	(\$13,500)	\$175,500	\$242,500	2578	\$94.07
4		% Share: Alternative 3	7%	11%	-12%		-3%	13%			Not Applicable
5		Cost Share: Alternative 2	\$54,000	\$58,500	\$0	(\$247,500)	(\$18,000)	\$135,000	(\$18,000)	1965	(\$9.16)
6		% Share: Alternative 2	6%	9%		-15%	-4%	10%			Not Applicable
7		Total Project Estimates:	\$900,000	\$650,000	\$450,000	\$1,650,000	\$450,000	\$1,350,000	Sum	Net New Primary PH	Cost Per Trip
8	Component	Estimated Component Cost	2	1	13	13	18	36			
9											
10	Right Turn Lane	\$ 200,000									
11	Left Turn Lane	\$ 600,000	1			1		1			
12	Add Through Lane	\$ 400,000									
13	Add Receiving Lane	\$ 750,000									
14	Striping	\$ 20,000									
15											
16	New Traffic Signal	\$ 450,000		1	1	1	1	1			
17	Modify Traffic Signal	\$ 250,000									
18											
19	Single Lane Roundabout	\$ 1,500,000									
20	Multi-Lane Roundabout	\$ 2,500,000									
21											
22	Bridge/Culvert Replacement	\$ 1,500,000									
23	Significant Walls	\$ 400,000				1					
24											
25	Minor ROW	\$ 200,000	1	1		1		1			
26	Major ROW	\$ 500,000									
27											
28	Minor Env	\$ 100,000									
29	Major Env	\$ 300,000									
30											
31	Major Utility Relocation	\$ 100,000	1					1			
32											
33											
34											
35	Assumptions:										
36	- This document estimates the cost of each mitigation proposal in Mitigation Measure 35, except for projects										
37	that are outside of Covington, and projects already in the traffic impact fee program.										
38	- Estimates are conceptual level and are based upon the descriptions in the exhibit and "Google maps" site										
39	review.										
40	- Estimates are based upon recent experience with similar projects by David Evans and Associates, Inc.										
41	- The percent share for each project is shown.										
42	- The cost per trip is in addition to the city's base impact fee.										
43	- SR 516 is identified for improvement in the EIS under No Action conditions. However, Alternative 3 results in a										
44	decrease of trips west of 204th which would offset the expected increase in trips east of 204th. Therefore										
45											

	N	O	P	Q	R	S	T	U
1								
2	Planning Level Cost Estimates: King County Transportation Projects in Addition to Base Impact Fee							
3		Cost Share: Alternative 3	\$111,000	\$21,000	\$52,500	\$184,500	2578	\$71.57
4		% Share: Alternative 3	6%	7%	7%	Not Applicable		
5		Cost Share: Alternative 2	\$74,000	\$18,000	\$45,000	\$137,000	1965	\$69.72
6		% Share: Alternative 2	4%	6%	6%	Not Applicable		
7		Total Project Estimates:	\$1,850,000	\$300,000	\$750,000	Sum	Net New Primary PH	Cost Per Trip
8	Component	Estimated Component Cost	51	3	50			
9								
10	Right Turn Lane	\$ 200,000						
11	Left Turn Lane	\$ 600,000	2					
12	Add Through Lane	\$ 400,000						
13	Add Receiving Lane	\$ 750,000						
14	Striping	\$ 20,000						
15								
16	New Traffic Signal	\$ 450,000	1		1			
17	Modify Traffic Signal	\$ 250,000						
18								
19	Single Lane Roundabout	\$ 1,500,000						
20	Multi-Lane Roundabout	\$ 2,500,000						
21								
22	Bridge/Culvert Replacement	\$ 1,500,000						
23	Significant Walls	\$ 400,000						
24								
25	Minor ROW	\$ 200,000	1	1	1			
26	Major ROW	\$ 500,000						
27								
28	Minor Env	\$ 100,000			1			
29	Major Env	\$ 300,000						
30								
31	Major Utility Relocation	\$ 100,000		1				
32								
33								
34								
35	Assumptions: - This document estimates the cost of each mitigation proposal in Mitigation Measure 35, for a few projects that are outside of Covington. - Estimates are conceptual level and are based upon the descriptions in the exhibit and "Google maps" site review. - Estimates are based upon recent experience with similar projects by David Evans and Associates, Inc. - The percent share for each project is shown. - The cost per trip is in addition to the base impact fee. - SR 516 is identified for improvement in the EIS under No Action conditions. However, Alternative 3 results in a decrease of trips west of 204th which would offset the expected increase in trips east of 204th. Therefore consultants have assumed a zero proportional share (and the project is							
36								
37								
38								
39								
40								
41								
42								
43								
44								
45								
46								

	X	Y	Z	AA	AB	AC	AD
1							
2	Planning Level Cost Estimates: Kent Transportation Projects in Addition to Base Impact Fee						
3		Cost Share: Alternative 3	\$4,500	\$46,250	\$50,750	2578	\$19.69
4		% Share: Alternative 3	1%	5%			Not Applicable
5		Cost Share: Alternative 2	\$4,500	\$37,000	\$41,500	1965	\$21.12
6		% Share: Alternative 2	1%	4%			Not Applicable
7		Total Project Estimates:	\$450,000	\$925,000	Sum	Net New Primary PH	Cost Per Trip
8	Component	Estimated Component Cost	55	6			
9							
10	Right Turn Lane	\$ 200,000					
11	Left Turn Lane	\$ 600,000		1			
12	Add Through Lane	\$ 400,000					
13	Add Receiving Lane	\$ 750,000					
14	Striping	\$ 20,000					
15							
16	New Traffic Signal	\$ 450,000	1	0.5			
17	Modify Traffic Signal	\$ 250,000					
18							
19	Single Lane Roundabout	\$ 1,500,000					
20	Multi-Lane Roundabout	\$ 2,500,000					
21							
22	Bridge/Culvert Replacement	\$ 1,500,000					
23	Significant Walls	\$ 400,000					
24							
25	Minor ROW	\$ 200,000		0.5			
26	Major ROW	\$ 500,000					
27							
28	Minor Env	\$ 100,000					
29	Major Env	\$ 300,000					
30							
31	Major Utility Relocation	\$ 100,000					
32							
33							
34	Assumptions:						
35	- This document estimates the cost of each mitigation proposal in Mitigation Measure 35, for a few projects that are outside of Covington.						
36	- Estimates are conceptual level and are based upon the descriptions in the exhibit and "Google maps" site review.						
37	- Estimates are based upon recent experience with similar projects by David Evans and Associates , Inc.						
38	- The percent share for each project is shown.						
39	- The cost per trip is in addition to the base impact fee.						
40	- SR 516 is identified for improvement in the EIS under No Action conditions. However, Alternative 3 results in a decrease of trips west of 204th which						
41	would offset the expected increase in trips east of 204th. Therefore consultants have assumed a zero proportional share (and the project is not included						
42	in this matrix).						
43							
44							
45							
46							
47							
48							

Key	
<i>P- Permitted Use</i>	
<i>C-Conditional Use</i>	
SPECIFIC LAND USE	RCMU
Multifamily	P
Senior citizen assisted housing	P
Home occupation	P
Hotel	P
Park	P
Trails	P
Bowling center	P
Commercial recreation	C
Physical fitness/ recreation clubs	P
Theaters	P
Library	P
Museum	P
General personal service	P
Day care I	P
Day care II	P
Veterinary clinic or animal shelter (12) ¹	P
Churches, synagogue, temple	C
Social services	P
Legal/financial	P
Business consulting services	P
Artist studios	P
Medical/dental office/outpatient clinic	P
Public agency or utility office	P
Public agency or utility yard	P8 ²
Public agency archives	P
Police facility	P7 ³
Fire facility	P6 ⁴

Key	
<i>P- Permitted Use</i>	
<i>C-Conditional Use</i>	
SPECIFIC LAND USE	RCMU
Utility facility	P10 ⁵
Commuter parking lot	P17 ⁶
General business service	P10 ⁴
Professional office	P
Commercial/industrial accessory uses	P9 ⁷ , 15 ⁸
Off-street required parking lot	P
Building, hardware and garden materials	P1 ⁹ , 7 ¹⁰
Department and variety stores	P
Food stores	P
Apparel and accessory stores	P
Eating and drinking places	P
Liquor stores	P
Book, stationery, video and art supply stores	P
Hobby, toy, game shops	P
Photographic and electronic shops	P
Fabric shops	P
Florist shops	P
Farmers' and public markets	P
Laundromat/dry cleaner	P
Commercial printing and publishing	P
Bakeries	P
Winery/brewery	P
Wireless communication facility (4) ¹¹	P C
Earth station	C2 ¹²

¹ (12) (a) No burning of refuse or dead animals is allowed; (b) The portion of the building or structure in which animals are kept or treated shall be soundproofed. All run areas, excluding confinement areas for livestock, shall be surrounded by an eight-foot solid wall and surfaced with concrete or other impervious material; and (c) The provisions of Chapter 18.80 CMC relative to animal keeping are met.

² (8) (a) Utility yards only on sites with utility district offices; or (b) Public agency yards are limited to material storage for road maintenance facilities.

³ (7) Limited to "storefront" police offices. Such offices shall not have: (a) Holding cells; (b) Suspect interview rooms (except in the NC zone); or (c) Long-term storage of stolen properties.

⁴ (6) (a) All buildings and structures shall maintain a minimum distance of 20 feet from property lines adjoining residential zones; (b) Any buildings from which fire-fighting equipment emerges onto a street shall maintain a distance of 35 feet from such street; (c) No outdoor storage.

⁵ (10) Provided, that all material and/or equipment of any kind is stored in a fully enclosed building.

⁶ (17) Limited to park-and-ride facilities associated with a public or private transit facility provider. Any such commuter parking lot shall not exceed 125 surface spaces. Parking stalls in excess of this amount shall be located within a parking structure.

⁷ (9) Storage limited to accessory storage of commodities sold at retail on the premises or materials used in the fabrication of commodities sold on the premises.

⁸ (15) Electric vehicle charging stations are permitted in accordance with CMC 18.50.170.

⁹ (1) Only hardware and garden materials stores shall be permitted; provided, that all material and/or equipment of any kind is stored in a fully enclosed building.

¹⁰ (7) Storage limited to accessory storage of commodities sold at retail on the premises or materials used in the fabrication of commodities sold on the premises.

¹¹ (4) Wireless communication facilities (WCFs) are not permitted on any residential structure, undeveloped site located in a residential land use district, or site that is developed with a residential use. WCFs may be located (a) on any residential structure or undeveloped site in R-18, MHO, TC or GC zone districts; or (b) on any nonresidential structure (i.e., churches, schools, public facility structures, utility poles, etc.), or in public rights-of-way in any residential zone district. Chapter 18.70 CMC, Wireless Communication Facilities, outlines the approval and review process. In the event of a conflict between the requirements of Chapter 18.70 CMC and the requirements of this chapter, Chapter 18.70 CMC shall govern.

¹² (2) Limited to no more than three satellite dish antennas.

Agenda Item 2
Covington City Council Meeting
Date: April 25, 2017

SUBJECT: STRATEGIC PLAN ACTION ITEMS UPDATE

RECOMMENDED BY: Regan Bolli, City Manager

ATTACHMENT(S):

1. Strategic Plan Planning Document

PREPARED BY: Regan Bolli, City Manager

EXPLANATION:

At this year's annual summit, it was determined that the council would review the strategic plan objectives and staff will then take those objectives and create action items that will in turn be presented to council for approval. Tonight's attachment is an update on proposed action items to date.

ALTERNATIVES:

FISCAL IMPACT: Staff time

CITY COUNCIL ACTION: _____ Ordinance _____ Resolution _____ Motion X Other

Provide feedback and direction to staff.

REVIEWED BY: Leadership Team



2017 – 2020 ATTACHMENT 1 STRATEGIC PLAN

VISION

Covington: Unmatched quality of life

MISSION

Covington is a destination community where neighbors, businesses and civic leaders collaborate to preserve and foster a strong sense of unity.

GOALS

ECONOMIC DEVELOPMENT

Goal Statement: Encourage and support a business community that is committed to Covington for the long-term and offers diverse products and services, family wage jobs, and a healthy tax base to support public services.

Objectives:

- Promote and assist local business retention and expansion.
- Grow Covington as a destination city.

Actions:

1. Establish a development plan in furtherance of the execute of two MOU's between the city and a developer and between the city and a higher education institution.
2. Convene a meeting with our Town Center partners to develop and reach agreement on a set of shared interests and goals and to review and pursue the recommendations contained in the Higher Education Needs Assessment.
3. Task CEDC with the development of a business outreach plan that assess current business attitudes regarding doing business in Covington.
4. Develop a community wide branding strategy in conjunction with CEDC.
5. Evaluate the General Commercial Zone to determine the transportation and infrastructure impacts of the development of light manufacturing within that zone.

THE TOWN CENTER

Goal Statement: Establish Downtown Covington as a vibrant residential, commercial, educational, social, and cultural gathering place that is safe, pedestrian-friendly, well-designed, and well-maintained.

Objectives:

- Make Town Center the social and cultural focal point of the city.
- Develop a strong mixed use and pedestrian friendly Town Center.
- Foster Town Center development and branding.

4/17/17

Actions:

1. Execute a development agreement with a Town Center developer specifically addressing the desired development to take place in the future Town Center.
2. Work collaboratively with local higher education institutions on facilitating the creation of job related training and job creation in Covington.
3. Task the Arts Commission with developing a Town Center public art plan that could be used and incorporated into the Town Center design and construction.
4. Work with the Town Center Developer to design a community gathering place within the Town Center development and to determine the best location for a community holiday tree to be used for the Community Tree Lighting Festival.
5. Lobby the state legislature for capital funding to develop a civic plaza.
6. Develop a report on how a levy lid lift could impact public safety and the construction of a police department/city hall.

COMMUNITY

Goal Statement: Provide city services, programs, and facilities that emphasize and meet the needs of our Covington Community.

Objectives:

- Continue to develop and improve city services and programs that meet community needs.
- Provide facilities that enhance quality of life.

Actions:

1. Create and hire an Emergency Manager position to better educate and prepare the community for emergency events. Partner with surrounding cities and agencies to share resources that help fund the position that meet the needs of the community on a sub-regional basis.
2. Explore and plan for the possibility of transforming the Covington Days festival or creating a new event that will serve as a more regional draw to the community.
3. Research and identify any event needs and cultural interests of the community for planning future programs and events.
4. Facilitate a joint venture with CEDC and the Covington Chamber of commerce to expand our Play Unplugged program by increasing business participation by 30%.
5. Determine feasibility and best option for at least one new annual tournament to be part of the city's athletics program.
6. Develop and implement a park and facilities maintenance plan to accommodate an expanding park system that is experiencing growing use.
7. Allocate park maintenance resources to sustain the level of service at Covington Community Park as phase 2 is completed.
8. Complete a master plan process for Jenkins Creek Park. Pursue funding and development of Jenkins Creek Park pursuant to the master plan.
9. Open an accessible community resource center to link businesses and residents to crime prevention and other police related services.

NEIGHBORHOODS

Goal Statement: Foster community cohesiveness, communications, and cooperation, and maintain neighborhoods that offer a variety of housing options that are diverse, safe, accessible, and well-designed.

Objectives:

- Diversify our housing market.
- Participate in and support neighborhood events.
- Foster safe and desirable neighborhoods.

Actions:

1. Diversify housing types through creative land use and zoning policies.
2. Stay connected to and involved with neighborhood and HOA planned events.
3. Expand city department participation in National Night Out.
4. Increase education regarding proper use of code enforcement and public safety services.
5. Encourage pedestrian connectivity between neighborhoods and new development.
6. Increase accessibility to crime prevention resources.
7. Improve follow up and advocacy for victims of crime.

MUNICIPAL SERVICES

Goal Statement: Plan, develop, implement, and maintain high quality capital infrastructure and services that reflect the needs of a growing community.

Objectives:

- Ensure high quality capital infrastructure to match our growth.
- Provide sustainable municipal services that meet community needs.
- Foster regional and state relationships in support of our provided municipal services.

Actions:

1. Establish desired level of service for public safety.
2. Complete Covington Community Park phase 2 project.
3. Progress towards PROS Plan level of service standards of 3 acres per 1,000 resident-equivalents of developed neighborhood parks, 5 acres per 1,000 resident-equivalents of developed community parks and 6 acres per 1,000 resident-equivalents of combined natural areas and greenspaces.
4. Hire a financial strategist to link the organization's strategic mission and vision to measurable financial objectives and determine whether current and long-range strategies are financially supportable given the city's capital and operational capacity.
5. Identify location and develop a new maintenance facility adequately sized to handle future growth.
6. Establish desired level of service for maintenance of community parks with adequate funding to support our growing parks infrastructure.
7. Complete 516 widening from Jenkins Creek to 185th.
8. Complete the 164th Pedestrian Project.
9. Purchase key parcels in the development of capital projects and municipal service needs.
10. Develop a public works sustainable equipment replacement and maintenance fund.

CUSTOMER SERVICE

Goal Statement: Recruit, support, and retain a professional team of employees, volunteers, and stakeholders who offer outstanding customer service, ensure stewardship of the public's money, and promote the City.

Objectives:

- Maintain a positive and supportive people-focused organization.
- Recruit and retain the very best employees and volunteers.
- Provide outstanding customer service to the Covington community.

Actions:

1. Implement an online employment and volunteer application process.
2. Improve online registration process for recreation activities.
3. Provide opportunities for job training, professional development, and career advancement.
4. Maintain adequate staff levels to meet growing demand while maintaining desired level of service.
5. Complete a job task analysis to determine appropriate staffing levels.
6. Ensure competitive compensation through timely comparable market surveys, as well as cost-effective, flexible approaches to both tangible and intangible benefits that ease employee burdens.
7. Maintain dynamic employee programs such as the wellness program, recognition program, and informal, small meetings with the city manager to help ensure employee engagement.
8. Develop and promote citywide Core Values and Culture Statement focused on values of a high-performing organization; promote the statement among staff; build individual demonstration of values into newly revised Employee Evaluation format.

SUBJECT: 2018 BUDGET CALENDAR AND PROCESS

RECOMMENDED BY: Rob Hendrickson, Finance Director

ATTACHMENT(S):

1. Proposed 2018 Budget Calendar
2. Budget Process – taken from the 2017 Budget Document

PREPARED BY: Casey Parker, Senior Accountant
Rob Hendrickson, Finance Director

EXPLANATION:

The city's core budget process has remained steady for over ten years. During this time, management and staff with council's approval have made refinements to enhance the process. One such example was the addition of the budget workshop which set aside time specifically to focus on the budget without other distractions.

When staff creates the calendar for the year, legal deadlines are taken into account while the remaining process is created around those dates. Outside of those legal deadlines, agencies can modify the calendar and process to fit their needs as they deem necessary. As noted above, the process has struck a balance that allows the council to see the big picture without getting bogged down in process issues. The budget process is reviewed by the state auditor during the annual audit to ensure that the mandatory dates have been met.

The city manager is given budget authority in RCW 35A.13.080(8) which states: "To prepare and submit to the council a proposed budget for the fiscal year, as required by chapter [35A.33](#) RCW, and to be responsible for its administration upon adoption." The legislative body then can make any adjustments as they deem proper prior to approving the budget as long as it remains balanced. (RCW 35A.33)

In past years, the city manager has set the criteria for decision cards. This year, the leadership team will set the criteria for decision cards prior to submission. The reasoning is to focus the relationship of the decision cards to the strategic plan through quality rather than quantity.

ALTERNATIVES:

1. Propose different dates or actions.
2. Return the issue to city staff for further study and analysis.

CITY COUNCIL ACTION: ☐ Ordinance ☐ Resolution ☐ Motion ☒ Other

ASK QUESTIONS OF STAFF

REVIEWED BY: City Manager; City Attorney.

2018 Budget Calendar (subject to change) ATTACHMENT 1

June						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	
July						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					
August						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		
September						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
October						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				
November						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29			
December						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

Due Date	Responsibility	Action
6/13	CM/Finance	Formal budget call
Jun – Aug	All Depts	Complete Department Budgets per Budget Instructions; Base budget worksheets and all forms are due to Finance including decision cards, line-item detail, new employee requests including job descriptions and justifications, new revenue/revenue enhancements, and capital outlay requests. Final due date is August 4th. NO EXCEPTIONS.
TBD	CM/Fin/Directors	Individual meetings regarding base budget and decision card list.
8/31	Finance/All Depts	Complete 2018-2023 revenue forecast.
7/1 – 8/31	Fin/HR	Develop Personnel Budget.
9/6	CM/Finance/Directors	Management meeting on final decision card list.
8/8 – 9/30	Finance	Prepare 2018 preliminary budget document. Preliminary budget message to the CM the week of 9/11 for review.
10/1*	Finance	Revenue and expenditure summaries are available and presented to the City Manager for review. Comparative revenue and expenditure reports are due at this time for the last, current, and ensuing fiscal year.
10/10*	CM/Fin	Preliminary budget presented to City Council and copies made available to the public. CM presents budget message.
10/24*	CM/Council/Departments	First public hearing on revenue sources including consideration of possible increases in the property tax (prior to setting property tax levy).
10/28	CM/Council/Departments	Budget workshop for department presentations and budget discussions.
11-7/11-21*	CC/Fin	Clerk publishes notice of filing of preliminary budget and publishes notice of public hearing on final budget once a week for two consecutive weeks.
11/28*	City Council	Second budget public hearing. Property tax levy set. The Council shall determine and fix by ordinance the amount to be raised by ad valorem taxes.
12/12	City Council	Final budget deliberations. Budget Adoption.

* Required dates and/or actions required by state law.



ATTACHMENT 2

Budget Process

Purposes of the Annual Budget

The 2017 annual budget, prepared by the Finance Department working with the City Manager and City Council, seeks to achieve four major purposes:

Policy Development

The budget process brings to the City Council and the City Manager an opportunity to set and review the goals, objectives, and strategies of the City, and the ability to direct its activities by allocating resources. The budget affords an opportunity to review and establish policy for ensuing years and may affect operations, service levels, and the financial wellbeing of the community.

Financial Planning

The budget also provides a financial plan to govern the fiscal operation of the City for the year. A formal revenue estimate provides a listing of the available financial resources, explaining the basis for estimating each source. Over time, the budget document will display a revenue history that improves understanding of both the current year's needs and a longer-term view of City programs and resources.

Operations Guide

The budget is also the blueprint that governs the amount of service to be provided during the year, and how that service is to be provided, e.g., by contract with another agency, the City's own personnel, or a combination. This direction is presented throughout the document with program descriptions, staffing levels, charts, and services as legislative and administrative guidance to department staff and the public.

Communications Device

The budget also provides a way for the City's decision makers to communicate a great deal of information regarding the scope and nature of the City's activities. This information includes priorities for service delivery, rationale for decisions made, and a vision for the future. The budget is intended to provide an effective tool in helping citizens understand their City government, reasons behind legislative decisions, and the basis for change as the need may arise.

The Process of Budget Development and Adoption

The general method by which budgets are developed is laid out in Washington State law. The law prescribes the basis for forecasting revenue and preparing the budget; public access to the preliminary budget; and much of the budget content. The budget message appearing at the beginning of this document has been prepared by the City Manager.

The budget message must include an explanation of the document; an outline of recommended financial policies and programs; reasons for changes from the prior year; and an explanation of recommended major changes in financial policies. The City Council must schedule public hearings on the budget and require the presence of staff to give information about the preliminary budget.

State law also requires that "any taxpayer may appear and be heard for or against any part of the budget." The City Council must adopt the budget no later than December 31.

During the budget year, the City Council may make certain amendments to the budget as they become necessary. The general responsibility of administering the adopted budget, however, falls to the City Manager, who is the chief executive officer.

The Process of Budget Adjustments & Amendments

Under the provisions of State law and the City's operating procedures, the operating budget may be adjusted or amended in two different ways. Adjustment of the budget involves a reallocation of existing appropriations and does not change the budget "bottom line". Amendment of the budget involves an addition to or reduction of existing appropriations.

- A. Adjustments – Under the first method, departmental expenditures and requirements are monitored throughout the year. Certain departments may develop the need for additional expenditure authority to cover unanticipated costs that cannot be absorbed within the budget, while other departments will not require their full budget authorizations. The Finance Department reviews and analyzes all department and/or fund budgets to determine what adjustments are necessary and whether the adjustments can be made within existing appropriation limits. These changes are then reviewed with the affected department and/or fund managers. When an adjustment is needed, Finance staff will look first to savings within the department; and then transfers between departments. No City Council action is needed as State law allows budget adjustments to be done administratively.
- B. Amendments – Amending the City's budget occurs whenever the requested changes from department and/or fund managers will cause the existing appropriation level for the fund to change. This situation generally occurs when the City Council authorizes additional appropriation. This is done by an ordinance that amends the original budget and states the sources of fund for the incremental appropriations.

Budget Organization

The City's financial structure is divided into funds. A fund is a fiscal and accounting entity with a self-balancing set of accounts. In other words, revenue groups support identified sets of expenditures with a stated balance. Funds are separated into three types:

<i>Governmental</i>	Funds that account for the activities of the City that are of governmental nature.
<i>Proprietary</i>	Funds that account for the activities of the City that are of proprietary or "business" nature.
<i>Fiduciary</i>	Funds held by the City as a trustee, e.g., pension funds. The City of Covington has none.

The City of Covington's budget consists of eleven governmental funds: the General Fund, the Street Fund, the Development Services Fund, the Capital Investment Program Fund, the Cumulative Reserve Fund, the Contingency Fund, the Real Estate Excise Tax Fund 1st ¼% Fund, the Real Estate Excise Tax Fund 2nd ¼% Fund, the Local Improvement District 99-01 Fund, the Local Improvement District Guaranty Fund, the Long-Term Debt Service Fund; as well as three proprietary funds, two internal service funds: the Unemployment Insurance Fund and the Equipment Replacement Fund; and one enterprise fund: the Surface Water Management Fund.

Basis of Budgeting and Accounting

This term refers to revenues, expenditures, expenses and transfers and the related assets and liabilities that are recognized in the accounts and reported in the financial statements. Specifically, it relates to the timing of the measurements made, regardless of the nature of the measurement, on either the cash or the accrual method. The City's funds are accounted for under the "modified accrual basis." Under this

method, revenues and other financial resource increments are recognized when they become susceptible to accrual—that is, when they become both “measurable” and “available” to finance expenditures of the current period. Expenditures are recognized when the fund liability is incurred.

The Washington State Auditor’s Office divides cities into two categories as follows:

Category 1 - Cities with populations of 25,000 or more. Local governments in this category must use a unique chart of accounts for budgeting and reporting in conformity with generally accepted accounting principles (GAAP).

Category 2 – Cities and towns with populations under 25,000. Local governments in this category may follow single-entry accounting and cash-basis reporting procedures that are not intended to reflect financial condition and results of operations in conformance with GAAP.

Category 2 municipalities may use the system prescribed for Category 1 municipalities.

Although the City of Covington qualifies as a Category 2 city, the City has been reporting as a Category 1 since its inception. While this takes more resources, it is a valuable tool for the City since it provides a higher level of accountability and a better overall picture of the City’s financial health.

Fund Descriptions

General Fund: This fund is used to account for and fund the day-to-day operations of the City. Items such as supplies, utility payments, rent, salaries, and maintenance are paid for out of this fund. It is supported by non-restricted revenues such as property and sales taxes, and shared revenues such as liquor excise tax, and liquor profits.

Special Revenue Funds

Street Fund: This fund is used to provide for street maintenance within the City. It is funded by restricted revenues such as street fuel taxes and cable TV franchise fees - which are specifically intended for this purpose.

Development Services Fund: This fund was created to track costs associated with building and development within the City. Developers are billed for costs incurred by the City for outside consulting plus staff time. The revenue received from developers is used to offset the City’s cost for development. Any excess is utilized for General Fund operations as needed.

Contingency Fund: The Contingency Fund is used to accumulate monies with which to meet any municipal expense, the necessity or extent of which could not have been foreseen or reasonable evaluated at the time of adopting the annual budget or to provide monies for certain emergencies which may arise. The amount accumulated shall not exceed the equivalent of thirty-seven and one half cents per thousand dollars of assessed valuation within the City at such time.

Cumulative Reserve Fund: This fund is used to accumulate monies that in general terms can be used for several different municipal purposes as well as for a very specific municipal purpose. The monies accumulated in this fund shall never be expended for any other purpose or purposes than those specified, without an approving vote by a two-thirds majority of the members of the legislative authority of the City.

Real Estate Excise Tax Funds: These Funds are to account for the monies received by the City from the implementation of an excise tax on real estate transactions within the City. Uses of these funds are generally limited to financing certain capital projects specified in the City’s Comprehensive Plan. Currently, the City has implemented the maximum allowed by law of two ¼% for a total of ½%. Each ¼% is accounted for separately.

Debt Service Funds

Local Improvement District Guaranty Fund: The Local Improvement District Guaranty Fund is used to establish a guaranty account to provide a means of paying LID bond debt service obligations in the event there are insufficient resources in the LID Control Fund to do so.

Long-Term Debt Service Fund: This Fund is used to account for the accumulation of resources for, and the payment of, general long-term debt principal and interest.

Capital Projects Funds

Capital Investment Program Fund: This fund is where capital projects are budgeted. It is funded by impact fees, grants, debt proceeds, and portions of utility tax monies.

Local Improvement District 99-01 Fund: The Local Improvement District Fund is used to account for resources used to finance specific capital improvements, which are deemed to primarily benefit certain properties located near the project. Although the bonds are secured by liens against assessed properties, the City is required under State law to establish a guaranty account.

Internal Service Funds

Unemployment Insurance Fund: This Fund is used to account for charges to other departments to accumulate sufficient resources to pay reimbursement of unemployment benefits paid by the Employment Security Department of the State and chargeable to the City. The City has elected the in-lieu contribution method for payment of unemployment compensation.

Equipment Replacement Fund: This Fund is required by state law and accounts for the replacement of equipment in the City such as vehicles. It is funded by transfers from the General Fund, Development Services Fund, Street Fund and Surface Water Management Fund.

Enterprise Fund

Surface Water Management Fund: This fund was created to provide maintenance for the surface water management system. It is funded by surface water management fees collected by King County and remitted to the City.

SUBJECT: DISCUSS VEHICLE LICENSE FEE REBATE

PREPARED BY: Rob Hendrickson, Finance Director

ATTACHMENT(S):

1. CMC 3.70.150

EXPLANATION:

At the March 28 council meeting, council members Mhoon, Lanza and Cimaomo, requested an agenda item to discuss a rebate program for the vehicle license fee. It was decided to add it to the April 25 agenda as a discussion item.

Current state law, RCW 36.73.015(4), establishes a rebate program for cities with a population more than 500,000. However, that program is for rebates coming directly from revenues received from the transportation district. For Covington's purposes, the city could rebate the license fees from the general fund.

As a precedent, the city currently has a utility tax rebate program which is outlined in CMC 3.70.150 (see attached).

One factor to consider is privacy. Finance would need supporting documentation to confirm the payment which would be the vehicle registration. That would be attached to the accounts payable voucher which is subject to public records request.

FISCAL IMPACT:

A conservative estimate based on the number of utility tax rebates received would be around \$1,500 if the council chose to rebate 100% of the fee. That amount depends on the number of vehicles owned, the number of requests received, and the percentage rebated.

Once the criteria have been met through the utility tax program, adding a vehicle license fee rebate would not take too much additional time if the criteria were the same. It takes finance about one hour to process one utility tax rebate.

CITY COUNCIL ACTION: ☐ Ordinance ☐ Resolution ☐ Motion ☒ Other

COUNCIL DISCUSSION and ASK QUESTIONS OF STAFF

REVIEWED BY: City Manager; City Attorney

3.70.150 Tax rebate.

There is hereby granted to persons who meet the qualifications and requirements of subsections (1) and (2) of this section relief from the City utility tax as follows:

For all utility bills billed to and paid by the person directly during a calendar year for utility service charges from any utility company who is subject to the utility tax of the City, the City shall pay to such person a reimbursement in an amount equal to the utility tax which was applied to such bills.

(1) To qualify for the relief set forth above, a person must be requesting reimbursement for the amount of City utility taxes imposed during the previous calendar year and must:

(a) Be 65 years of age or older at all times during any period for which reimbursement is requested, and meet the criteria of subsection (1)(c) of this section; or

(b) Be disabled and unable to work, as defined under RCW [84.36.381](#) and WAC [458-16A-130](#) as they currently exist or are hereafter amended; and

(c) Have a combined income during the calendar year, or part thereof, for which a reimbursement is requested from all sources whatsoever, not exceeding the low income guidelines for the King County area as published by the Secretary of Housing and Urban Development. As used in this subsection, “income” means:

(i) “Combined disposable income,” as that term is defined in RCW [84.36.383](#), as it may be amended or replaced from time to time; and

(ii) The aggregate value of gifts and receipts received from all sources during the calendar year for which a reimbursement is requested; and

(d) Have been a resident of the dwelling unit within the City at all times during any period for which a reimbursement is requested, and have made the payment of City utility taxes from his or her income or resources.

(2) Claim Filing Procedures.

(a) All claims for relief under this section must be made annually and filed by April 30th of the calendar year following the calendar year, or portion thereof, for which a “reimbursement” is requested; and

(b) All bills for which claim is made under this section shall be submitted to the Director as part of the claim for relief; and

(c) All claims for relief shall be submitted in writing on forms provided by the Director and certified by the claimant that, under the penalty of perjury, all information provided in the claim is true and correct; and

(d) The Director may require documents deemed necessary to establish proper proof of income level and/or disability status of the claimant, including, but not limited to, the two most recent months' bank statements, two most recent years' income tax statements, and a current physician's statement or supplemental security income award letter. (Ord. 07-08 § 1; Ord. 16-07 § 1)

Agenda Item 5
Covington City Council Meeting
Date: April 25, 2017

SUBJECT: PRESENT 2016 YEAR END FINANCIALS

PREPARED BY: Rob Hendrickson, Finance Director

ATTACHMENT(S):

1. 2016 Fourth Quarter and Annual Report
2. Quarterly Performance Report Charts for All Funds
3. Major Revenue Comparison
4. Investment Listing

EXPLANATION:

Attached are reports and charts that provide both summary and detailed information on revenues and expenditures for each of the city's operational funds.

It is the policy of the City of Covington and a requirement of state law (RCW 35A.34.240) to provide financial reports to the governing body on a quarterly basis.

FISCAL IMPACT:

No impact. This is an update on 2016 operational activity through fourth quarter as compared to budget.

CITY COUNCIL ACTION: ☐ Ordinance ☐ Resolution ☐ Motion ☒ Other

ASK QUESTIONS OF STAFF

REVIEWED BY: City Manager

Economic & Revenue Summary

—WA State Economic & Revenue Forecast Council

United States

- U.S. labor markets added 227,000 net new jobs in January; average hourly earnings were 2.5% above their year-ago level.
- Real GDP growth slowed from 3.5% (SAAR) in the third quarter to 1.9% (SAAR) in the fourth quarter.
- U.S. manufacturing activity appears to be strengthening, with industrial production and core capital goods orders up in December.

Washington

- Washington housing construction finished the year on a high note.
- Seattle area consumer price inflation remains well above the national average.
- Employment for November and December rose 8,500 with aerospace adding more than expected while services added about half of the expected forecast.
- Seattle home prices continue to rise rapidly.

Quarterly Summary

Record revenues and responsible spending combined to make 2016 a financially solid year. Sales tax collections reached new highs and other categories such as real estate excise tax (REET) continued their upward trend signaling a strong, local economy. Several developments are nearing completion or completed such as the Covington Way Center and Cedar Springs. Maple Hills is moving in phases but progress is on track. Additional population will bring more revenue but will add pressure to the city's infrastructure and services. This is addressed in the upcoming strategic plan. The year ended on a high note that should continue into 2017.

Rob Hendrickson, Finance Director

Inside this issue:

Property Tax	2	Public Works	5
Real Estate Excise Tax	2	Development Services	5
Retail Sales and Use Tax	3	Parks, Aquatics, Recreation, and Athletics	5
Utility Tax	3	Cash and Investments	6
General Fund	4	Capital Investment Program	7

Property Tax

Property tax is collected by King County and distributed on a daily basis to all taxing agencies within the county. Since taxes are due on April 30 and October 30 each year, the major distributions are realized in early May and November.

Through 4th quarter the city received \$2,514,484 or 99.6% of budget. This is ahead of 2015 4th quarter results by 1.1%.

Property tax is the most stable

2014	2015	2016
\$2,457,924	\$2,487,924	\$2,514,484

source of revenue the city has. It is one leg of the “three legged” stool which the general fund relies on for revenue. The other two legs are sales tax and utility tax.

Property tax revenues are unrestricted. As such they may be used to pay for any need within the city.

Currently, property taxes are allocated 100% to the general fund.

The 2015 levy for 2016 collection is \$2,525,315 and the levy rate is \$1.28/\$1,000 assessed value. The legal cap for property tax collections is \$2.10/\$1,000 assessed value.

The city’s assessed valuation is \$1.98 billion—an increase of \$86.9 million or 4.6% over the previous year.

Real Estate Excise Tax (REET)

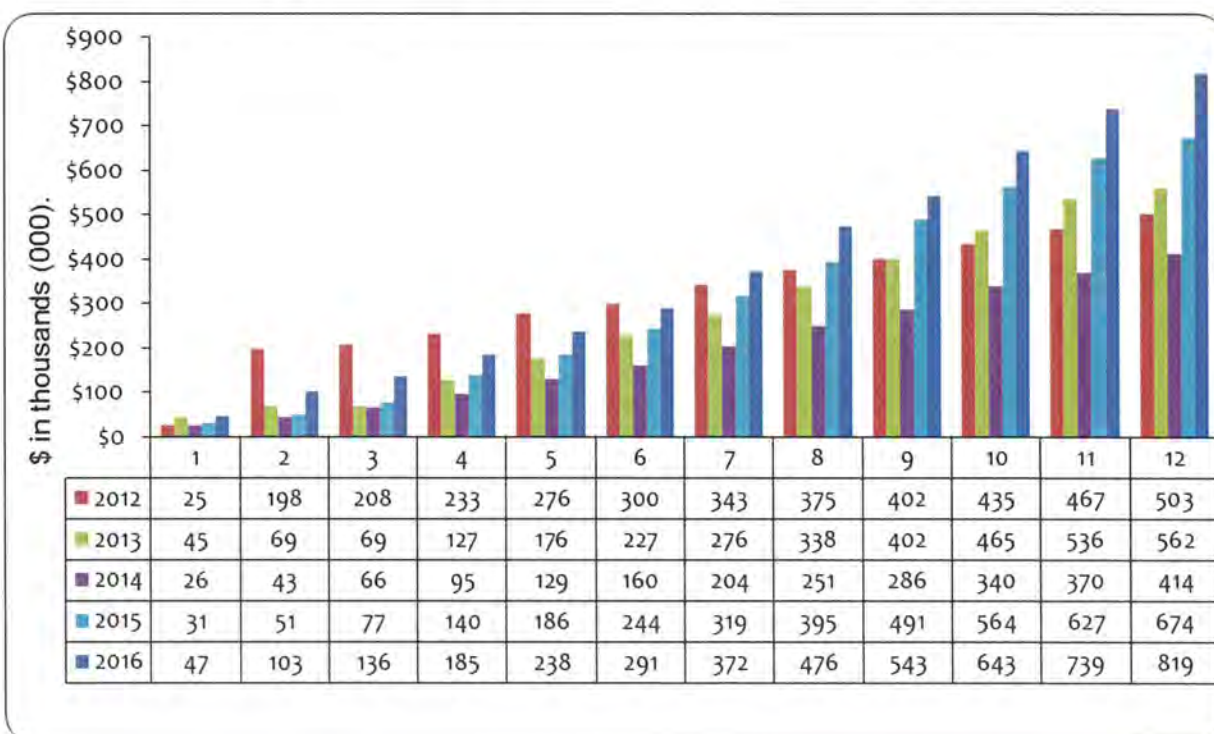
REET is a restricted revenue dedicated to paying debt service on the 2007 transportation bonds which paid for 168th Place SE/165th Place SE and loans from the Public Works Trust Fund. This tax is levied by the city on all sales of real estate at the

rate of one-half percent which is divided into two quarter percents.

Through December, collections are \$819,442 or 204.9% of the original \$400,000 budget. This is \$145,090 or 21.5% higher than 2015 due to a

large number of lot sales and increased prices.

There were 37 new home sales, 423 existing home sales, 1 commercial sale, 2 buildings, and 52 lot sales through 4th quarter.



Retail Sales & Use Tax

Sales and use tax is the largest revenue source available to the city. A change in budget policy for 2016 merged the general fund and the parks and recreation fund. Sales tax is no longer split—the general fund receives 100% of the collections.

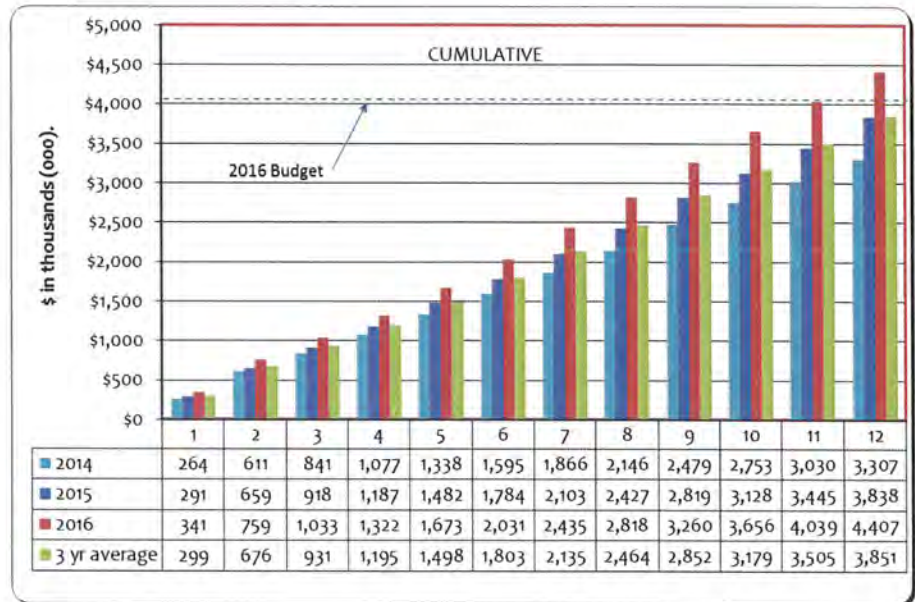
The 4th quarter (on a cash basis) is above 2015 levels by \$569,173 or 14.8%! Total collections are at \$4,407,338 or 120.75%. The budget for 2016 is \$3,650,000.

Comparing each category to the 4th quarter of 2015 shows that retail finished very strong with Oct-Dec increases of 13.5%, 8.5% and 9.7%. Construction was exceptionally strong in Oct/Nov at 122.9%/125.7% but was down by 39.1% in Dec. Food services were negative for the quarter while the all

other category was up 35.1%, 13.9% and 16.0%.

In y/y comparisons, retail sales increased by 4.8%, construction increased 85.4%, food services were up 1.1%, and the all other categories increased 14.9%.

Looking ahead to 2017, retail sales tax and construction continue to look strong. The addition of the Covington Way Center, continuation of the hospital and other commercial continue to drive sales tax collections.



Utility Tax

The city imposes a utility tax on electrical energy, natural gas, brokered natural gas, and telephone at the rate of 6.0%. Solid waste, cable TV, and SWM are taxed at an 8.0% rate.

Utility tax supports the general fund, debt service and streets.

The 4th quarter y/y is down by \$39,325 or 6.6%. Annual collections are slightly below budget. Total collections are \$2,146,722 or 94.5% of budget and \$153,808 or 7.7% over 2015.

Electricity, solid waste, cable, and SWM exceed the prior year. All other categories are down compared to 2015.



Utility	2015	2016
Electricity	\$671,160	\$725,183
Natural Gas	300,484	282,940
Solid Waste	164,741	174,473
Cable	317,917	418,593
Telephone	426,208	386,741
SWM	112,404	158,792
Total	\$1,992,914	\$2,146,722

GENERAL FUND

Operating revenues are 109.6% of budget or \$12.2 million. This exceeds 2015 levels by \$641,396. Sales, utility, and property tax collections are detailed on pages 2 and 3 and parks revenue is reviewed on page 5.

Total expenditures including transfers out are \$11,164,516*. This is a decrease in spending of 9.7%

or \$1,200,285 over the same period last year. This is due mainly to a reduction in parks spending, Costco payout, and transfers out that formerly went to parks.

Overall, 95.0% of the budget was spent. Beginning fund balance is \$4,776,640—an increase of \$293,984.

Note: Parks expenditures were added to 2015 to create an apples-to-apples comparison.

*Includes an interfund loan to CIP of \$725,000 to help pay costs for the SoCo Park property purchase. This will be repaid in 2017 with grant funds.

GENERAL FUND DEPARTMENT BUDGET UPDATE

Department	YTD - 2015	% of Budget	YTD - 2016	% of Budget
City Council	\$442,805	91.2%	\$ 206,358	79.9%
Municipal Court	415,085	80.2%	452,035	94.1%
Executive	926,583	97.1%	944,342	90.7%
Finance	579,790	98.2%	592,977	96.5%
Legal	135,518	141.2%	118,932	123.9%
Human Resources	394,180	101.4%	392,884	92.7%
Solid Waste	820	0.0%	0	0.0%
Central Services	493,275	93.0%	676,086	94.0%
Law Enforcement	3,318,507	95.3%	3,788,942	99.6%
Community Development	428,808	104.6%	342,173	83.8%
Parks Maintenance	407,666	80.1%	351,437	93.1%
Aquatics	1,137,379	94.1%	957,070	89.4%
Athletics	260,840	104.0%	243,917	100.0%
Recreation	380,820	97.6%	337,561	93.5%
Parks	483,253	101.8%	247,151	80.7%
Operating Transfers Out	<u>2,559,472</u>	82.2%	<u>1,512,651</u>	97.3%
TOTAL	<u>\$ 12,364,801</u>	91.0%	<u>\$ 11,164,516</u>	95.0%

PUBLIC WORKS

Public Works consists of street operations and surface water management (SWM).

Street operations is funded by franchise fees received from Comcast, a motor vehicle fuel excise tax, and a motor vehicle license fees.

Franchise fees are slightly ahead of 2015 by 4.0% or \$9,811 and is ahead of forecast at \$257,174 or 106.3%.

Total operating revenues are \$881,251 and other financing

sources are \$212,350. At \$1,093,601 this puts total revenue sources at 106.4% for the 4th quarter.

Gas tax came in slightly above budget. The amount received is \$399,778 or 106.3% of budget. This is higher than 2015 by \$8,016 or 2.0%.

Motor vehicle license fees are at \$142,342 or 81.3% of budget.

Total expenditures are under budget for the 4th quarter. Total expenditures are at 91.3% or \$1,141,972.

Street operating revenues are below operating expenditures by \$253,144. Operating transfers of \$212,350 from the general fund help offset that deficit.

Ending fund balance for Streets is \$601,710 an increase of \$87,219.

SWM is primarily funded through drainage fees that are collected by King County. The city received \$2,032,416 or 102.8% of budget. Total revenues are at 99.7% or \$2,202,479.

Total expenditures are at 83.3% or \$2,301,048—\$209,198 above 2015.

DEVELOPMENT SERVICES

Total revenue is at \$1,829,731 or 145.4% of forecast. This is a decrease over 2015. Permit revenue ended at \$887,264 and while it is less than 2015 it is still 146.8% of budget.

The number of permits for single family residences are at 63 compared to 17 in 2015. There are no multi-family permits and 5 commercial permits year-to-date.

Operational expenditures came in at 86.5% or \$1,250,410.

Ending fund balance for 2015 was \$3,067,126 an increase of \$1,155,124.

PARKS, AQUATICS, RECREATION, and ATHLETICS

Parks' activities now reside within the general fund. Parks is divided into five divisions: aquatics, maintenance, recreation, parks administration and athletics. Three divisions bring in revenue: Aquatics, athletics, and recreation.

Fourth quarter budget-to-

actual aquatics revenue is \$809,306 or 123.0%, athletics revenue is \$162,849 or 127.2% and recreation revenue is \$89,753 or 147.3% of budget.

Total year-to-date attendance for aquatics is 128,684—ahead of 2015 by 2,775.

Operating expenditures for the three divisions total \$1,538,548 which exceeds corresponding revenue by \$476,640.

The individual expenditure breakdown is as follows: aquatics is \$957,070; athletics is \$243,917 and recreation is \$337,561.



CASH & INVESTMENTS

Cash and investments total \$17,635,025. This exceeds December 2015 by \$2,144,243. The largest gainer is the general fund as the parks fund was assimilated into general fund in January. Other gainers are development services and capital improvement. SWM declined as money is being used to fund new projects.

The Local Government Investment Pool (LGIP) earned 0.51% in December 2016. The City has \$12,789,898 invested with the LGIP. (as of Dec 2016)

Investments outside the LGIP total \$4,533,111 (market value). They are currently all US Government Agencies.

The weighted yield of the portfolio with the state pool is 0.53% and without the pool is 0.60%. Average days to maturity with the pool is 130.6 days or 0.36 years and without the pool is 494 days or 1.3 years.

Cash on hand is kept at US Bank and various petty cash funds throughout the City. Investment

securities are kept with US Bank Safekeeping.

The chart below reflects the amount of cash and investments allocated to each fund within the City. This is reconciled and updated on a monthly basis.



TOTAL GENERAL LEDGER CASH ACCOUNTS			
	INVESTMENTS	CASH	TOTAL
GENERAL FUND	549,663.46	4,650,699.55	5,200,363.01
STREET FUND	-	474,864.01	474,864.01
CONTINGENCY FUND	392,119.20	20,803.59	412,922.79
CUMULATIVE RESERVE FUND	1,392,651.20	24,409.13	1,417,060.33
REET 1ST 1/4% FUND	-	40,099.87	40,099.87
REET 2ND 1/4% FUND	-	40,099.87	40,099.87
DEVELOPMENT SERVICES FUND	1,998,570.99	1,679,553.96	3,678,124.95
PARKS and COMMUNITY SERVICES FUND	-	195,212.74	195,212.74
LID 99.01 FUND	-	35,432.99	35,432.99
CAPITAL IMPROVEMENT PROGRAM	-	3,469,273.45	3,469,273.45
SURFACE WATER MANAGEMENT	200,106.40	1,822,563.24	2,022,669.64
UNEMPLOYMENT INSURANCE	-	324,634.55	324,634.55
EQUIPMENT REPLACEMENT	-	519,480.09	519,480.09
TOTAL ALL FUNDS	<u>4,533,111.25</u>	<u>13,101,914.30</u>	<u>17,635,025.55</u>

CAPITAL INVESTMENT PROGRAM

Please see the chart below for current CIP activity.

Project #	Project Description	YTD Revenues	YTD Expenditures
1010	Covington Community Park Phase 2	\$518,551	\$518,551
1013	Gerry Crick Skate Park	128,818	129,751
1014	Jenkins Creek Park	10,605	0
1019	SoCo Park	1,933,755	1,024,553
1028	Annual Road Overlay	15,143	18,285
1029	Annual Traffic Safety	210,759	209,777
1057	SR 516 Safety Widening	4,748	0
1086	164th AV SE	18,599	17,303
1127	SR 516 Widening at Jenkins Creek	139,350	86,216
1172	Covington Aquatic Center	\$244,333	\$211,936

CITY OF COVINGTON

FINANCE DEPARTMENT

Rob Hendrickson - Finance Director

Casey Parker - Senior Accountant

Lindsay Hagen - Accountant I

Staci Cles - Senior Accounting Clerk

Tyler Bykonen—Finance Assistant

City of Covington

Quarterly Performance Report - General Fund

as of 12/31/2016

ATTACHMENT 2

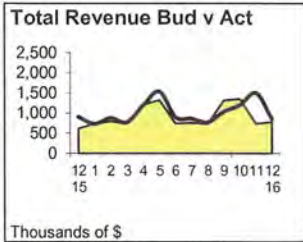


Chart 1

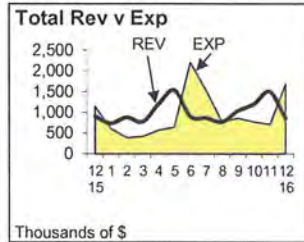


Chart 2

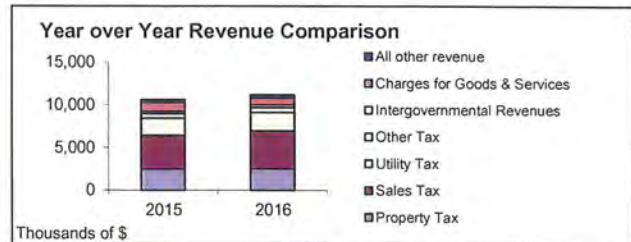


Chart 3

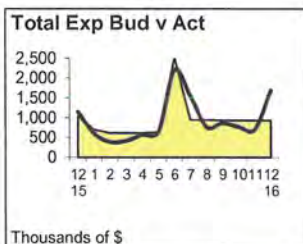


Chart 4

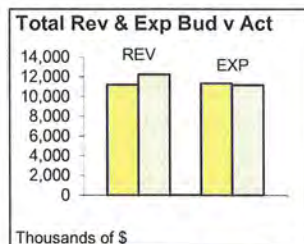


Chart 5

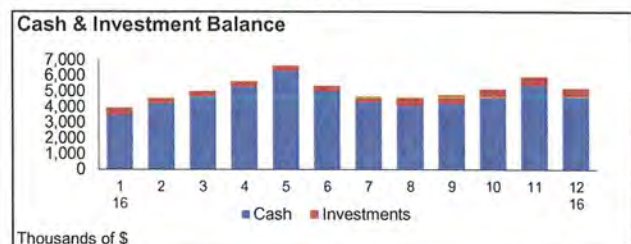
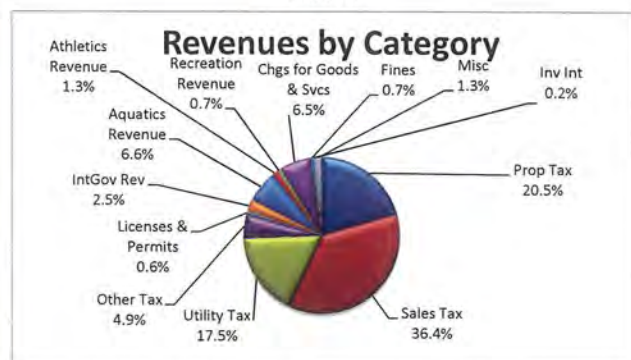


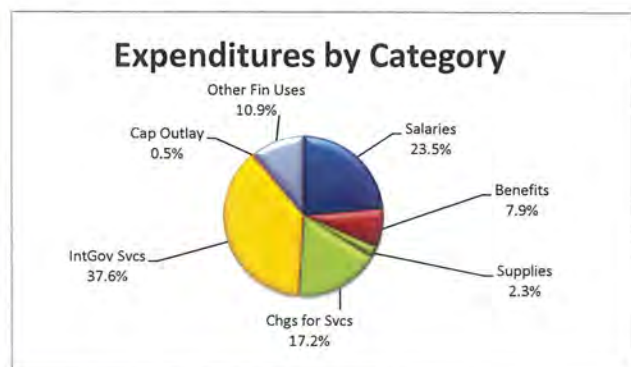
Chart 6

Rev & Exp - YTD	2016 Budget	2016 Actual	\$ Rem	% Coll YTD	2015 Actual
Property Tax	\$ 2,523.8	\$ 2,514.5	\$ 9.3	99.6%	\$ 2,487.9
Sales Tax	3,650.0	4,448.8	(798.8)	121.9%	3,937.9
Utility Tax	2,271.9	2,146.7	125.2	94.5%	1,992.9
Other Tax	548.0	597.1	(49.1)	109.0%	540.6
Licenses & Permits	77.0	77.8	(0.8)	101.1%	76.8
Intergovernmental Rev	243.6	307.9	(64.4)	126.4%	291.6
Aquatics Revenue	657.7	809.3	(151.6)	123.0%	795.7
Athletics Revenue	128.0	162.9	(34.8)	127.2%	146.0
Recreation Revenue	60.9	89.8	(28.8)	147.3%	64.4
Charges for Goods & Svcs	821.6	800.1	21.4	97.4%	1,021.5
Fines & Penalties	102.5	89.0	13.5	86.8%	111.8
Investment Interest	10.4	29.1	(18.7)	280.2%	10.4
Miscellaneous	64.6	163.6	(99.0)	253.3%	117.4
Total Operating Revenues	11,160.0	12,236.6	(1,076.6)	109.6%	11,594.9
Other Financing Sources	34.4	(0.3)	34.7	-0.9%	1,123.2
Total Sources	\$ 11,194.4	\$ 12,236.3	\$ (1,042.0)	109.3%	\$ 12,718.1
Salaries & Wages	\$ 2,726.7	\$ 2,626.3	\$ 100.5	96.3%	\$ 2,537.3
Benefits	955.5	887.2	68.3	92.9%	829.3
Supplies	318.2	259.7	58.5	81.6%	243.8
Charges for Services	2,011.1	1,924.0	87.1	95.7%	2,862.1
Intergovernmental Svcs	4,349.3	4,197.5	151.8	96.5%	3,788.7
Capital	137.7	56.5	81.2	41.1%	61.8
Total Operating Expenses	10,498.4	9,951.2	547.2	94.8%	10,322.9
Other Financing Uses	839.0	1,213.3	(374.3)	144.6%	2,041.9
Total Uses	\$ 11,337.4	\$ 11,164.5	\$ 172.9	98.5%	\$ 12,364.8

Chart 7



Percentages may not equal 100% due to rounding.



Percentages may not equal 100% due to rounding.

Chart 8 & 9

Legend			
 Cur Year	 Budget	 Actual	Data in Thousands of \$

City of Covington

Quarterly Performance Report - Street Operations

as of 12/31/2016

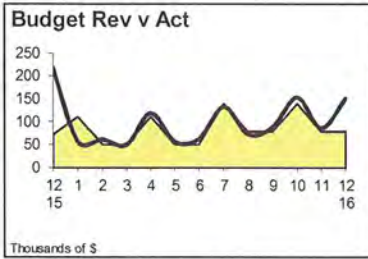


Chart 1

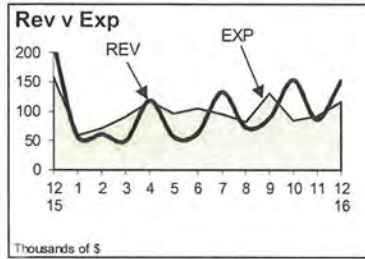


Chart 2

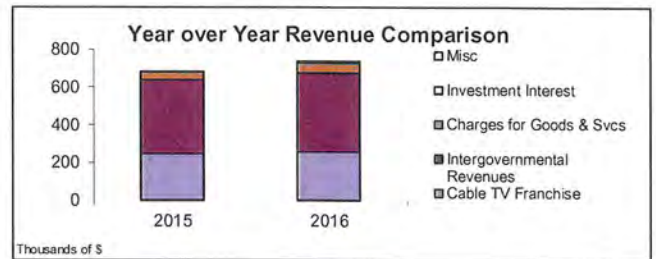


Chart 3

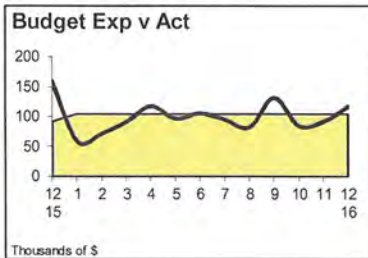
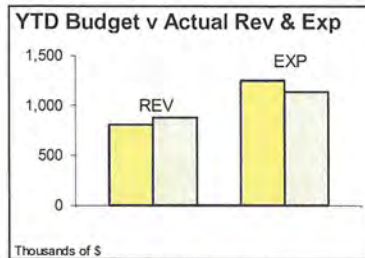


Chart 4



Less: Operating Transfers and Other Financing Uses

Chart 5

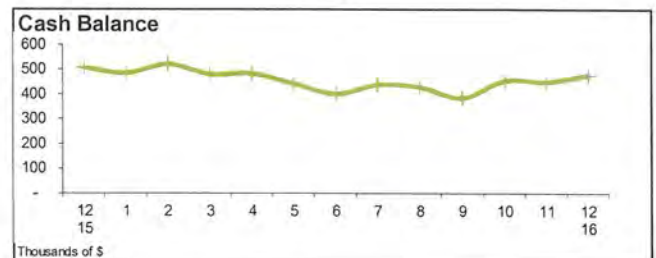
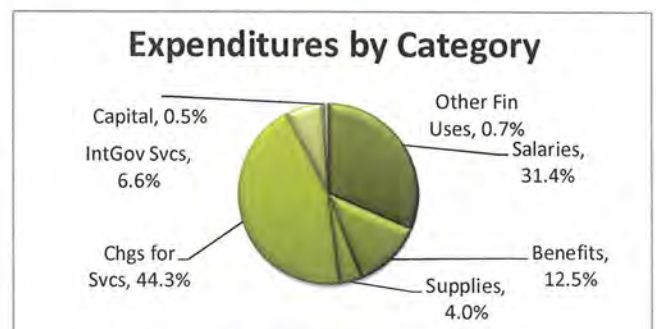
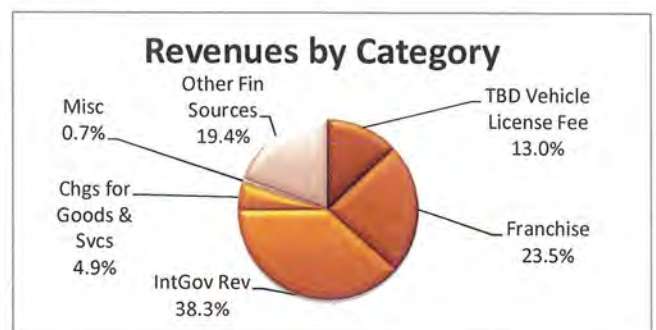


Chart 6

Rev & Exp - YTD	2016 Budget	2016 Actual	\$ Rem	% Coll YTD	2015 Actual
TBD Vehicle License Fee	\$ 175.1	\$ 142.3	\$ 32.8	81.3%	\$ -
Cable TV Franchise	242.0	257.2	(15.2)	106.3%	247.4
Intergovernmental Revenues	375.8	419.0	(43.2)	111.5%	391.8
Charges for Goods & Svcs	16.0	53.1	(37.1)	331.8%	41.1
Investment Interest	0.4	1.9	(1.5)	473.3%	0.7
Miscellaneous	-	7.8	(7.8)	0.0%	-
Total Operating Revenues	809.3	881.3	(64.2)	108.9%	680.9
Operating Transfer In	211.7	212.4	(0.7)	100.3%	482.5
Total Sources	\$ 1,021.0	\$ 1,093.6	\$ (72.6)	107.1%	\$ 1,163.3
Salaries & Wages	\$ 387.4	\$ 358.6	\$ 28.7	92.6%	\$ 326.9
Benefits	162.0	143.1	18.9	88.4%	127.4
Supplies	66.3	45.3	21.0	68.3%	36.2
Charges for Services	518.1	506.4	11.8	97.7%	483.2
Intergovernmental	99.5	75.7	23.8	76.1%	87.4
Capital	11.0	5.3	5.7	48.0%	-
Total Operating Expenses	1,244.3	1,134.4	109.9	91.2%	1,061.3
Other Financing Uses	6.0	7.6	(1.6)	126.2%	14.8
Total Uses	\$ 1,250.3	\$ 1,142.0	\$ 108.3	91.3%	\$ 1,076.1

Chart 7



Percentages may not equal 100% due to rounding.

Chart 8 & 9

Legend			
—	Cur Year	■	Budget
■	Actual	■	Data in Thousands of \$

City of Covington

Quarterly Performance Report - Development Services

as of 12/31/2016

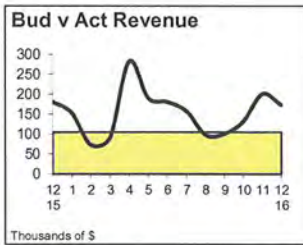


Chart 1

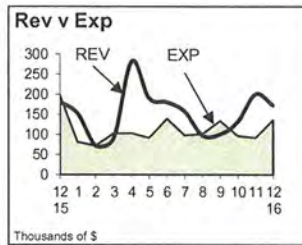


Chart 2

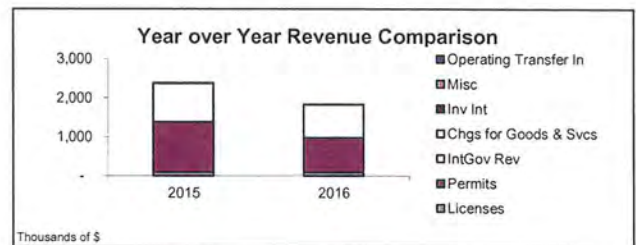


Chart 3

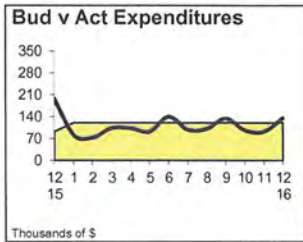


Chart 4

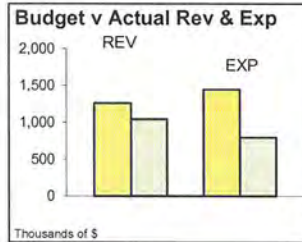


Chart 5

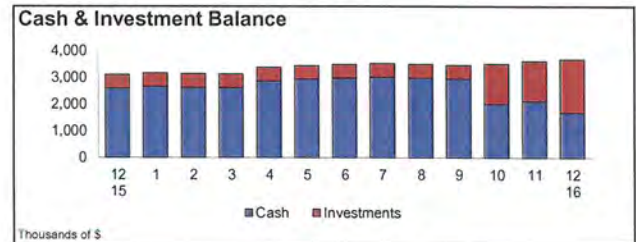


Chart 6

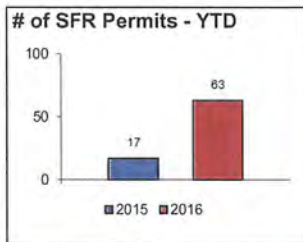


Chart 7

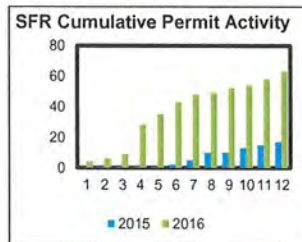


Chart 8

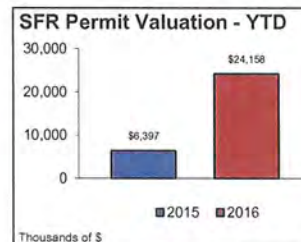
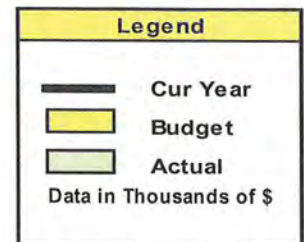


Chart 9



Rev & Exp - YTD	2016 Budget	2016 Actual	\$ Rem	% Coll YTD	2015 Actual
Licenses	\$ 95.4	\$ 93.1	\$ 2.3	97.6%	\$ 99.9
Permits	604.3	887.3	(283.0)	146.8%	1,278.1
Intergovernmental Svcs	-	1.1	(1.1)	0.0%	-
Charges for Services	556.6	843.9	(287.3)	151.6%	994.1
Interest Income	2.0	4.4	(2.4)	217.6%	9.8
Miscellaneous	-	0.0	(0.0)	0.0%	(0.0)
Total Operating Revenues	1,258.2	1,829.7	(571.5)	145.4%	2,382.0
Operating Transfer In	-	-	-	0.0%	-
Total Sources	\$ 1,258.2	\$ 1,829.7	\$ (571.5)	145.4%	\$ 2,382.0
Salaries & Wages	\$ 612.9	\$ 571.2	\$ 41.8	93.2%	\$ 527.1
Benefits	224.6	193.4	31.2	86.1%	175.9
Supplies	25.2	10.4	14.8	41.3%	9.0
Charges for Services	499.0	367.3	131.7	73.6%	430.1
Intergovernmental	84.0	108.2	(24.1)	128.7%	82.1
Total Operating Expenses	1,445.7	1,250.4	195.3	86.5%	1,224.2
Other Financing Uses	-	-	-	0.0%	-
Total Uses	\$ 1,445.7	\$ 1,250.4	\$ 195.3	86.5%	\$ 1,224.2

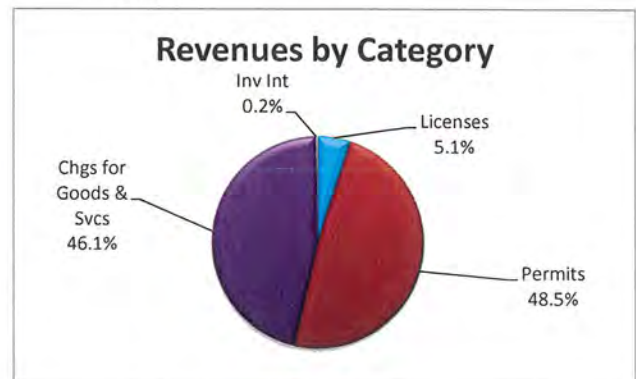
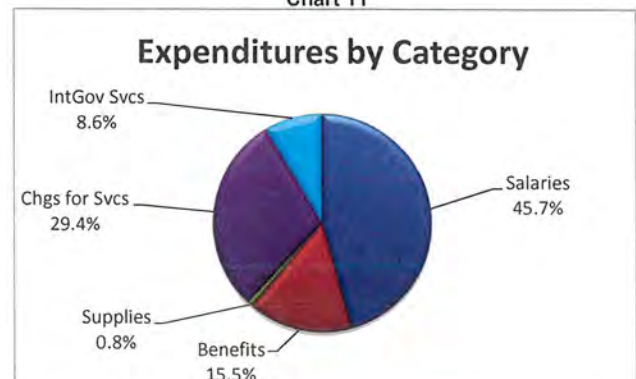


Chart 11



Percentages may not equal 100% due to rounding.

City of Covington

Quarterly Performance Report - SWM Operations

as of 12/31/2016

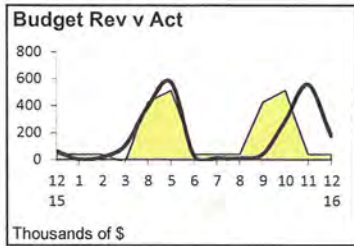


Chart 1

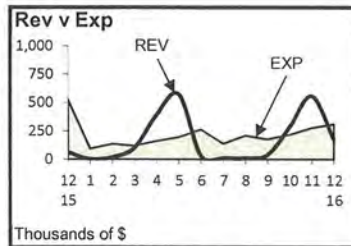


Chart 2

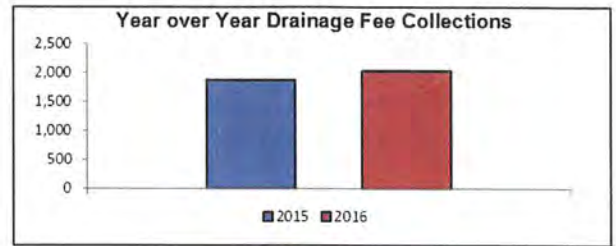


Chart 5

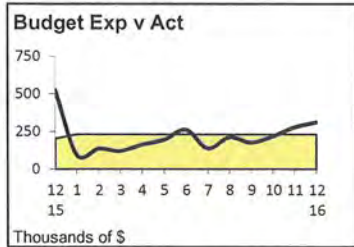


Chart 3

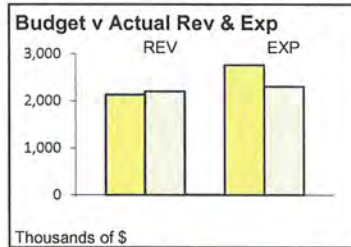


Chart 4



Chart 6

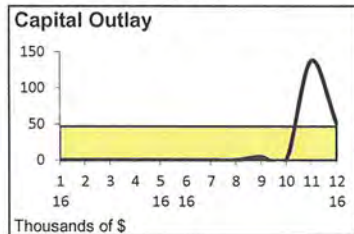


Chart 7

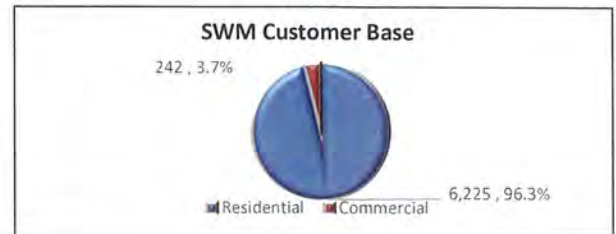
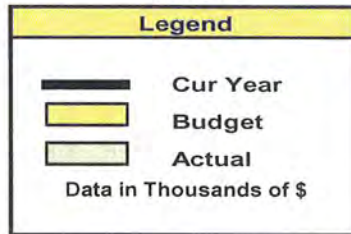
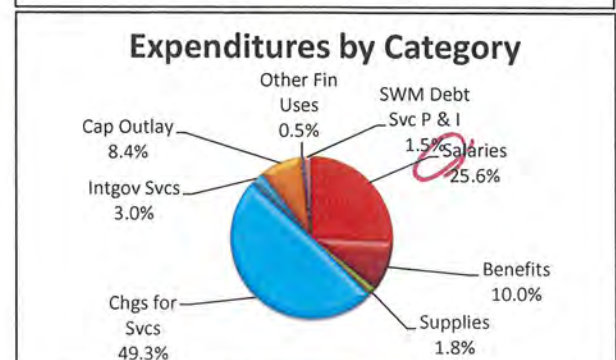


Chart 8

Rev & Exp - YTD	2016 Budget	2016 Actual	\$ Rem	% Coll YTD	2015 Actual
Grants	\$ -	\$ -	\$ -	0.0%	11.5
Intergovernmental Revenues	52.0	53.4	(1.4)	102.7%	51.4
Drainage Utility	1,977.1	2,032.4	(55.4)	102.8%	1,873.4
Investment Interest	5.0	8.7	(3.7)	174.1%	4.3
Misc	-	-	-	0.0%	-
King County Flood Control	176.0	108.0	68.0	61.4%	40.4
Total Operating Revenues	2,210.0	2,202.5	(60.5)	99.7%	1,981.0
Transfers In	-	-	-	-	-
Total Sources	\$ 2,210.0	\$ 2,202.5	\$ (60.5)	99.7%	\$ 1,981.0
Salaries	\$ 602.8	\$ 590.1	\$ 12.7	97.9%	\$ 555.1
Benefits	244.7	229.2	15.5	93.7%	225.1
Supplies	47.1	40.9	6.1	87.0%	26.1
Charges for Services	1,210.8	1,134.1	76.7	93.7%	797.8
Intergovernmental	63.1	67.9	(4.8)	107.6%	54.6
Capital Outlay	560.9	192.8	368.2	-	40.4
Total Operating Expenditures	2,729.4	2,255.0	474.4	82.6%	1,699.2
Other Financing Uses	-	10.6	(10.6)	0.0%	359.8
SWM Debt Service P & I	32.8	35.4	(2.6)	107.8%	32.8
Total Uses	\$ 2,762.3	\$ 2,301.0	\$ 461.2	83.3%	\$ 2,091.9

Chart 9



Percentages may not equal 100% due to rounding.

Charts 10 & 11



City of Covington
Investment Listing
for the period ending December 31, 2016

ATTACHMENT 4

Institution	Par/Shares	Maturity Date	Current Date	DTM	YTM	Current Principal Balance	Current Market Value
US Bank - Cash	\$ 201,601.00	overnight					\$ 201,601.00
Forfeiture Account	110,415.00	overnight					110,415.00
Local Government Investment Pool	12,789,898.00	overnight			0.00		12,789,898.00
US Government Agencies							
FMAC	\$ 1,000,000.00	2/22/17	12/31/2016	54	0.64	\$ 1,006,873.00	\$ 1,000,532.00
FMAC	200,000.00	2/22/17	12/31/2016	54	-	200,427.00	200,106.40
FICO Strip Prin	517,000.00	11/30/17	12/31/2016	335	1.16	499,672.75	512,707.87
FICO Strip PRN10	357,000.00	11/30/17	12/31/2016	335	0.91	349,516.21	353,603.86
FICO Strip PRN13	1,020,000.00	12/27/18	12/31/2016	727	0.90	1,000,121.22	986,983.62
FNMA	1,000,000.00	8/28/19	12/31/2016	971	0.92	1,002,357.00	980,298.00
FHMLC	500,000.00	12/30/19	12/31/2016	1095	1.50	500,000.00	498,879.50
subtotal	4,594,000.00					4,558,967.18	4,533,111.25
Municipal Securities							
	-			1		-	-
subtotal	-					-	-
	4,594,000.00					4,558,967.18	4,533,111.25
	<u>\$ 17,695,914.00</u>					<u>\$ 4,558,967.18</u>	<u>\$ 17,635,025.25</u>

DISCUSSION OF FUTURE AGENDA ITEMS:

6:00 p.m., Tuesday, May 9, 2017

Special Meeting

Joint Study Session with CEDC & Chamber of Commerce Board

7:00 p.m., Tuesday, May 9, 2017

Regular Meeting

(Draft Agenda Attached)



**CITY OF COVINGTON
SPECIAL MEETING AGENDA
CITY COUNCIL JOINT STUDY SESSION WITH COVINGTON ECONOMIC
DEVELOPMENT COUNCIL AND CHAMBER OF COMMERCE BOARD**

Council Chambers – 16720 SE 271st Street, Suite 100, Covington

www.covingtonwa.gov

Tuesday, May 9, 2017 – 6:00 p.m.

GENERAL INFORMATION:

The study session is an informal meeting involving discussion between and among the City Council, Commissioners, and city staff regarding policy issues. Study sessions may involve presentations, feedback, brainstorming, etc., regarding further work to be done by the staff on key policy matters.

CALL CITY COUNCIL JOINT STUDY SESSION TO ORDER

APPROVAL OF AGENDA

ITEM(S) FOR DISCUSSION

1. CEDC Strategic Plan
2. Play Unplugged Program
3. Business Breakfasts
4. Business Open House
5. Branding

ADJOURN

Americans with Disabilities Act – reasonable accommodations provided upon request a minimum of 24 hours in advance (253-480-2400).

****Note* A Regular Council meeting will follow at approximately 7:00 p.m.***



CITY OF COVINGTON
CITY COUNCIL REGULAR MEETING AGENDA
www.covingtonwa.gov

Tuesday, May 9, 2017
7:00 p.m.

City Council Chambers
16720 SE 271st Street, Suite 100, Covington

CALL CITY COUNCIL REGULAR MEETING TO ORDER

ROLL CALL/PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA

PUBLIC COMMUNICATION

- National Public Works Week Proclamation – May ____, 2017 (Lindskov)
- Affordable Housing Week Proclamation – May ____, 2017 (Joy Scott, Housing Consortium)
- End of Session Update (Lobbyist Briahna Murray – 15 minutes)

PUBLIC COMMENT Speakers will state their name, address, and organization. Comments are directed to the City Council, not the audience or staff. Comments are not intended for conversation or debate and are limited to no more than four minutes per speaker. Speakers may request additional time on a future agenda as time allows. *

APPROVE CONSENT AGENDA

- C-1. Minutes: April 11, 2017 Special & Regular Meeting and April 25, 2017 Regular Meeting (Scott)
- C-2. Vouchers (Hendrickson)

PUBLIC HEARING

1. Receive Public Testimony and Consider Ordinance Extending Interim Sign Code Regulations (Hart)

NEW BUSINESS

FUTURE AGENDA ITEMS

COUNCIL/STAFF COMMENTS

PUBLIC COMMENT *See Guidelines on Public Comments above in First Public Comment Section

EXECUTIVE SESSION – if needed

ADJOURN

Americans with Disabilities Act – reasonable accommodations provided upon request a minimum of 24 hours in advance (253-480-2400).